TOWN OF WAYLAND

WARRANT

With Report of the Finance Committee

2000 ANNUAL TOWN MEETING

Thursday, April 27, 2000 7:45 P.M.
Wayland High School Field House

ANNUAL TOWN ELECTION

Tuesday, April 25, 2000

Precincts 1 and 4	**Town Building Gymnasium**
Precincts 2 and 3	**Wayland Middle School Gymnasium**

VOTING HOURS: 7:00 A.M. to 8:00 P.M.

NOTICE

The Town of Wayland does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services, or activities. Wayland does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990 (ADA).

Questions, concerns, complaints, or requests for additional information regarding the ADA may be forwarded to Wayland's designated ADA Compliance Coordinator.

Name:	Karen Woronicz
Title:	Personnel Director
Office Address:	41 Cochituate Road, Wayland MA 01778
Phone Number:	(508) 358-3623
Fax Number:	(508) 358-3627
TDD:	(508) 358-0194 or 911
Days/Hours Available:	Monday-Friday, 8:30 a.m. to 4:30 p.m.

Individuals who need auxiliary aids for effective communication in programs and services of Wayland are invited to make their needs and preferences known to the ADA Compliance Coordinator. A minimum of fourteen days' notice is required.

This notice is available in large print and on audio tape from the ADA Compliance Coordinator.

TOWN OF WAYLAND
2000 ANNUAL TOWN MEETING WARRANT
With Report of the Finance Committee

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ADJOURNED MEETINGS

If adjourned meetings are necessary to complete action on this warrant, they will be held on the following dates, subject to Town Meeting approval:

May 1 - Monday
May 3 - Wednesday
May 4 - Thursday

and thereafter, as may be necessary, on Mondays, Wednesdays, and Thursdays as Town Meeting directs.

If you have any questions about the Articles, please attend **the Warrant Hearing on Wednesday, April 12, 2000, at 8:00 P.M.** at the Town Building. You may also call the Executive Secretary's office at 358-3621 before Town Meeting.

NOTICE REGARDING MOTIONS

This warrant for Wayland Town Meeting is issued by the Board of Selectmen and is served upon all residents by mail and by posting at the Town Building, the Wayland Public Library, the Cochituate Fire Station or the Cochituate Post Office, and at Happy Hollow School. It contains the agenda of subjects to be acted upon, i.e., the articles.

By state law, no action at the town meeting is valid unless the subject matter is contained in the warrant. This requirement means only that the subjects to be acted upon must be sufficiently stated in the warrant to apprise voters of the nature of the matters with which the meeting is authorized to deal. It does not require that the warrant contain an accurate forecast of the precise action that the meeting will take upon those subjects. A valid motion at town meeting may differ from the underlying article, but it must be within the scope of that article.

If you are in doubt about the action town meeting might take under an article, you should plan to attend the town meeting.

TOWN MEETING PROCEDURES

Town Meeting functions best when all voters are familiar with its rules of procedure. A summary of those rules appears in the document, "Some Pertinent Information about Wayland's Town Meeting Procedures," prepared by the Moderator and included as part of this warrant booklet.

QUANTUM OF VOTE

The quantum of vote is specified in the warrant for each article.

For those articles involving appropriations which are anticipated to be provided by taxation or from available funds or transferred funds previously appropriated for another purpose, a majority quantum of vote is indicated. For articles which are anticipated to be funded by borrowing, a two-thirds quantum of vote is indicated.

Certain articles request the action of Town Meeting under its general legislative powers (i.e., to hear and accept reports, to appoint a committee, to adopt a resolution or "sense of the meeting" vote, etc.), and in such cases no particular statute is referenced. Town Counsel has advised that, as a matter of common law precedent in Massachusetts, such matters are decided by a majority vote.

NO SMOKING NOTICE

Voters are reminded that there is no smoking permitted on school grounds.

REPORT OF THE FINANCE COMMITTEE

The primary role of the Wayland Finance Committee each year is to prepare the Omnibus Budget and review and comment on articles submitted for inclusion in the Annual Town Meeting Warrant. In carrying out this role, the Finance Committee considers both the short and long-term fiscal position of the Town with guidance from the following mission statement and financial strategy.

MISSION STATEMENT

The mission of the Wayland Finance Committee is to define a financial strategy for the Town and to use this strategy as the basis for recommending to the Town a fiscally responsible operating and capital spending plan. In implementing this strategy, and within the context of its impact on property values, the Finance Committee seeks to balance the demand for services against the ability of residents with a broad range of financial situations to afford these services.

FINANCIAL STRATEGY

The Finance Committee strategy is to recommend the following: 1) maintenance of high quality Town services and public education supplied by an efficient work force, 2) continued investment in infrastructure via a capital spending plan that strives to add new debt no faster than old debt is retired, and 3) preservation of Free Cash levels near five percent of the total budget, as recommended by financial lending institutions and the Commonwealth.

THE PAST

As reported last year, the Town is nearing completion of a very aggressive 10-year capital plan. Over that period, the Town has funded, through borrowing and state funding, some $44 million in capital expenditures and repairs. These capital expenditures and repairs have included:

- Over $9 million in road and street repairs, financed by $4.5 million in Town bonds, $3 million in state funds and $1.5 million in budget appropriations.
- Over $13 million in capital renovations to schools and municipal buildings that were partially state reimbursable.
- The purchase of $3.3 million in land, part of which was sold last year for congregate housing, assisted living care facilities for the elderly and affordable housing. A large portion of the land acquisition was preserved for conservation use.
- $1.5 million for renovations to all parks and playgrounds in the Town.
- Capital expenditures for the replacement and upgrading of fire, highway, school, and park equipment has totaled approximately $5 million.
- Repair and upgrade of the Town's water system of approximately $3 million. When the project is completed, the debt and interest will be paid from existing water rates.
- $5.7 million for reconstruction of the Town's public safety building.
- $3 million in repairs and renovations to the Town's landfill and the septage facility.

The Town should be proud of these investments. These projects have kept the quality of services high in Wayland, in turn helping to keep property values in the Town increasing well above the state average.

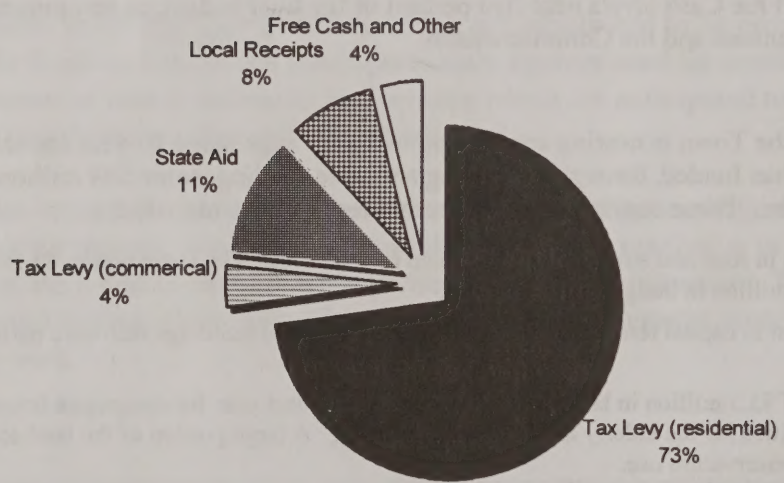
During FY00, the Town had zero growth in the tax levy; during FY99, the increase was only 1.5%. The last two fiscal years are the first time since the passage of Proposition 2 ½ that the Town has been

able to maintain a flat tax levy or to achieve an increase of less than 2 1/2%. The Town's financial position is excellent primarily due to increased revenues. The most important increase in revenues is new tax base growth. During FY00, new tax base growth added some $871,000 in available tax levy dollars that helped allow the Town to moderate its tax rate increase. While the budget increased by a percentage greater than the tax levy, this increase was offset by an increase in revenues (new construction, local receipts, state aid, and free cash).

THE COMING FISCAL YEAR: FY01

Revenues include residential and commercial real estate taxes, state aid, local receipts (for instance, automobile excise taxes), and free cash. Figure 1 shows a projection of these revenues for FY01.

Figure 1: Projected FY01 Revenue Breakdown



Two items of particular note from Figure 1 are commercial taxes and state aid, which together are the key factors in determining residential tax burden. Wayland's commercial tax base represents a low 4.0% of total receipts. If realistic projections for new commercial development were to occur, this amount might increase slightly. While the state is starting to make a more significant contribution to suburban schools, state aid remains low, having decreased dramatically from over 16% of revenues in

FY85 to about 11% for FY00. To put this amount into perspective, Wayland residents pay out annual income taxes to the Commonwealth that are approximately ten times greater than the state aid returned. In short, through circumstances that the Town is unable to change, the burden of the budget falls primarily on the shoulders of the residential taxpayer.

EXPENSES (THE OMNIBUS BUDGET)

The Omnibus Budget includes expenses by the various Town departments, unclassified expenditures such as employee health insurance, and debt and interest repayments on Town acquisitions. The budget also includes a request for new capital items.

The proposed FY01 budget increased 9.6% over FY00. Principal and interest payments on funded debt represent approximately 3% of this increase. The proposed FY01 budget stays within the limits of Proposition 2 ½ despite a five percent union-negotiated increase in salaries for FY01 and the above-mentioned increase in debt payments for FY01. The proposed budget represents a healthy balance of spending for municipal and school functions. Overall, the schools account for approximately 55% of the total operating and capital budget, with the remaining 45% accounted for on the municipal side. To put this balance into context, it is noteworthy that Massachusetts ranks 44th in the nation in state support for public schools. For relatively affluent suburban communities, the disproportionate share of state aid directed to Massachusetts's cities compounds this poor showing. The natural result of these factors is a comparatively high school cost burden on residential property owners.

Several items from this operating and capital budget are particularly worthy of note.

Highway Department: The Highway Department is requesting capital for the purchase of various equipment to replace aging equipment in poor condition and for the repair and maintenance of sidewalks.

School Department: The increase in the school operating budget reflects enrollment growth. On the capital side, the schools are requesting funds for a new school bus, technology, and building repairs.

Library: The library budget request includes funding for more hours for the children's librarian, new books, and other materials as well as computers.

Conservation Commission: The Conservation Department would receive additional funding to increase the part-time administrator's hours to full-time.

Planning Department: The Planning Department requested funding for a new part-time administrator.

Data Processing Department: The Data Processing Department requested funding for a new computer technician.

Town Office: The Town Office has requested funding for a part-time payroll clerk.

Town Counsel: The Selectmen have requested increased funding for Town Counsel services primarily due to the increased demand associated with overall Town growth.

A LOOK TO THE FUTURE: FY02 AND BEYOND

Operating Budgets

Since the passage of Proposition 2 ½ in the early 1980s, Wayland has pursued a plan of limiting operating budget-oriented overrides (as opposed to debt exemptions for capital expenditures) to no

more than once every three-year salary negotiation cycle. Most recently, such overrides have come in 1991, 1995, and 1998.

Considering current estimates for future revenues and expenses, the Finance Committee projects that no such budget override will be necessary in fiscal year 2002 and perhaps for the following one to two years as well. Future estimates for the increase in the tax levy will be based on Finance Committee guidelines that include negotiated salary settlements, flat non-salary expenses, and low to moderate new capital expenditures. While it is crucial to note that these projections are speculative, they are based on one possible realistic set of growth assumptions for fiscally prudent Town management coupled with the development of Greenways (formerly the Paine Estate), the Raytheon site, and other Town properties that are expected to add revenues in excess of their costs.

Five-year Capital Plan

Capital spending is part of the overall financial plan for the Town that the Finance Committee prepares each year as specified by the Town's General Bylaws. Capital needs fall roughly into four categories: equipment, buildings, land, and roads. The accompanying five-year capital plan table in this warrant is the starting point for capital expenditures to be considered in coming years, summarizing requests made by the various departments, boards, and commissions for future capital expenditures. Presence in the plan does not necessarily predetermine that the expenditure will be made, or that other needs will not emerge in the coming years.

The upcoming major projects include the approved Public Safety Building and the approved expansion of the schools. Committees have analyzed needs for functions, recommending a new building for public safety departments and recommending the expansion and renovation of the Middle School, additional modular classrooms for the elementary schools, and a gymnasium for Loker School. Other requested capital projects for FY01 include funding for sidewalk repairs and maintenance and funding for the required cell capping of the Landfill. Beyond standard replacements such as vehicles, other items on the horizon include the following: road repair and reconstruction work as well as road betterments, Library renovations, Town Pool improvements, and acquisition of conservation land.

WAYLAND IN PERSPECTIVE

The combination of limited commercial revenues and low state aid undoubtedly makes Wayland an expensive place to live. Median family income and average household tax burden are both among the highest in the state. In recognizing this burden, the Finance Committee will again this year recommend for increased tax abatements to assist the elderly, fixed-income residents, and veterans. In its broader capacity, the Finance Committee will continue to be diligent in overseeing the Town's financial health.

In the period from 1988 to 1991, the Town faced and overcame significant state aid reductions through the use of available reserves and strong voter support via the override mechanism. Despite these pressures, the Town has continued to build, renovate, and repair buildings, equipment, and roads. Coupled with commendable expert guidance from the Town's Finance Director, the result of these actions is our current strong financial position as evidenced by our AAA bond rating. By way of comparison, only 31 other communities nationwide have similar high ratings. Relative to comparable towns, Wayland measures up favorably on a number of dimensions including general government, police, fire, and education cost per capita, and road cost per mile. Finally, property values are high and continue to dramatically increase.

CONCLUSION

The Finance Committee appreciates and extends thanks for the contributions of the Town employees and volunteers who have helped with the preparation of the budget and this Warrant. Wayland residents are encouraged to become involved in Town government, whether through participation in the Annual Town Meeting, in attending the public meetings of Town boards and commissions, or by standing for elected or appointed office.

In conclusion, affordability continues to be of pressing concern in Wayland. The Finance Committee is committed to maintaining affordability to the greatest extent possible without unduly sacrificing the quality of Town services and infrastructure. As summarized in this report, we are pleased to report that the financial health of the Town of Wayland is excellent.

Lisa C. Schimmel, Chair

Alfred H. Bellows	Jeff R. Dieffenbach
Robert L. Lentz	Robert H. Loring
G. Christopher Riley, Vice Chair	Katherine H. Tyrrell

TOWN OF WAYLAND CAPITAL PLANNING REPORT

Capital by Department	2001	2002	2003	2004	2005	5 year Total
SELECTMEN						
Repair town parking lot	$30,000					$30,000
Town buildng repairs	$150,000					$150,000
Repairs fire station 2	$25,000	$16,000	$1,000			$42,000
Postage machine	$12,400					$12,400
Selectman Subtotal	$217,400	$16,000	$1,000			$234,400
INSPECTION DEPARTMENT						
Computer/equipment update	$10,000	$24,000	$6,500	$6,000	$34,000	$80,500
CONSERVATION COMMISSION						
Rice Road Dam	$10,000					$10,000
Conservation Subtotal	$10,000	$0	$0	$0	$0	$10,000
POLICE DEPARTMENT						
Police car computers	$15,000					$15,000
Police Subtotal	$15,000	$0	$0	$0	$0	$15,000
FIRE DEPARTMENT						
Thermal imaging camera	$15,000					$15,000
Turnout gear	$24,000					$24,000
Car 2 remount		$45,000				$45,000
Car 1 replacement			$30,000			$30,000
Fire alarm truck remount			$80,000			$80,000
Engine 2 replacement				$245,000		$242,000
Ambulance replacement					$125,000	$125,000
Fire Subtotal	$39,000	$45,000	$110,000	$245,000	$125,000	$564,000
HIGHWAY DEPARTMENT						
Sidewalk construction	$60,000					$60,000
46k gvw dump truck/plow	$100,000					$100,000
18 gvw maintenance truck/plow	$48,000					$48,000
Improvements to maintenance facility		$95,000				$95,000
Retrofit cab and chasis 2 1988 trucks		$60,000				$60,000
Fire sprinkler highway garage		$50,000				$50,000
Skid street loader/attatchments		$35,000				$35,000
Hydraulic equipment lift		$32,000				$32,000
Asphalt infrared heater unit		$25,000				$25,000
Traffic sign fabricator unit		$15,000				$15,000
Street sweeper			$115,000			$115,000
Retrofit cab and chasis `88 dump truck			$30,000			$30,000
Front end loader				$110,000		$110,000
Power Paver box					$45,000	$45,000
2 15k gvw 4x4 dump trucks					$55,000	$55,000
Highway Subtotal	$208,000	$312,000	$145,000	$110,000	$100,000	$875,000
BOARD OF HEALTH: LANDFILL						
Landfill cap and closure	$250,000					$250,000
Roll off truck	$110,000					$110,000
Containers	$40,700	$12,000	$12,000	$12,000	$12,000	$88,700
Crawler/tractor	$193,000					$193,000
Pak-rat body	$25,000					$25,000
Snow plow	$7,800					$7,800
Replace compactor 1		$45,000				$45,000
Replace Bobcat			$50,000			$50,000
Landfill Subtotal	$626,500	$57,000	$62,000	$12,000	$12,000	$769,500
LIBRARY						
Computer equipment	$5,000	$5,000	$5,000	$5,000	$5,000	$25,000
Roof repair		$5,000				$5,000
Interior painting			$30,000			$30,000
Expansion plan		$15,000	$25,000			$40,000

TOWN OF WAYLAND CAPITAL PLANNING REPORT

Capital by Department	2001	2002	2003	2004	2005	5 year Total
Library subtotal	$5,000	$25,000	$60,000	$5,000	$5,000	$100,000
PARK & RECREATION						
Station wagon	$22,000					$22,000
Misc grass cutting eq	$8,900					$8,900
Half ton dump truck		$25,000				$25,000
Five ton dump truck/plow		$75,000				$75,000
Park & Rec. Subtotal	$30,900	$100,000				$130,900
SCHOOL DEPARTMENT						
Building repairs	$33,000	$16,000	$102,500	$70,000	$70,000	$291,500
Technology	$250,000	$550,000	$300,000	$300,000	$300,000	$1,700,000
Vehicles	$50,000	$50,000	$30,000		$60,000	$190,000
Replacement furniture	$41,000	$373,000	$31,800	$10,000	$10,000	$465,800
Copiers	$12,000	$25,000	$26,000	$30,000	$15,000	$108,000
Food service equipment	$13,000					$13,000
Parking lot/Happy Hollow	$5,000					$5,000
Misc equipement			$33,500	$10,000	$10,000	$53,500
School Subtotal	$404,000	$1,014,000	$523,800	$420,000	$465,000	$2,826,800
Department Totals	$1,565,800	$1,593,000	$908,300	$798,000	$741,000	$5,606,100

(1) Conservation Master Plan identifies numerous parcels of land that are candidates for acquisition when they become available. It is uncertain when that will be but when and if they do, money is needed for the acquisition.

Separate Funds

WATER DEPARTMENT						
Dudley Pond upgrade	$210,000					$210,000
Vehicles	$40,000					$40,000
Baldwin Pond Replacement	$150,000					$150,000
Plain road/Draper to BP		$460,000				$460,000
Water supply development		$80,000				$80,000
Boston Post Road			$250,000			$250,000
New Source Development			$200,000			$200,000
East Plain				$260,000		$260,000
New Source Development				$200,000		$200,000
Loker Street				$64,000		$64,000
Old Conn Path					$950,000	$950,000
Concord Rd					$195,000	$195,000
Water Subtotal	$400,000	$540,000	$450,000	$524,000	$1,145,000	$3,059,000
TOTAL APPROVED CAPITAL BUDGET	$1,965,800					
SEPTAGE TREATMENT						
Capital Replacement	$67,500	$67,500	$50,000	$45,000	$30,000	$260,000
Septage Subtotal	$67,500	$36,666	$36,668	$20,000	$5,000	$260,000

Summary of Departments	2001	2002	2003	2004	2005	5 yr total
Selectmen	$217,400	$16,000	$1,000	$0	$0	$234,400
Inspection Department	$10,000	$24,000	$6,500	$6,000	$34,000	$80,500
Conservation Commission	$10,000	$0	$0	$0	$0	$10,000
Police Department	$15,000	$0	$0	$0	$0	$15,000
Fire Department	$39,000	$45,000	$110,000	$245,000	$125,000	$564,000
Highway Department	$208,000	$312,000	$145,000	$110,000	$100,000	$875,000

TOWN OF WAYLAND CAPITAL PLANNING REPORT

Capital by Department	2001	2002	2003	2004	2005	5 year Total
Landfill	$626,500	$57,000	$62,000	$12,000	$12,000	$769,500
Library	$5,000	$25,000	$60,000	$5,000	$5,000	$100,000
Park & Recreation	$30,900	$100,000	$0	$0	$0	$130,900
School Department	$404,000	$1,014,000	$523,800	$420,000	$465,000	$2,826,800
Total of Departments	$1,565,800	$1,593,000	$908,300	$798,000	$741,000	$5,606,100
Effect of Dept Cap. on Tax Rate*	$0.80	$0.82	$0.46	$0.41	$0.38	$2.87
Assumes borrowing for items						
Non-Departmental						
Water Department	$400,000	$647,000	$520,000	$250,000	$431,000	$2,248,000
Septage Treatment	$67,500	$36,666	$36,668	$20,000	$5,000	$165,834
	$467,500	$683,666	$556,668	$250,000	$431,000	$2,413,834

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss. *Town of Wayland*

★★★ WARRANT ★★★

To any of the Constables of the Town of Wayland, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify all residents of the Town of Wayland who shall be qualified to vote in accordance with the provisions of Massachusetts General Laws, Chapter 51, Section 1, to come to their respective polling places (Precincts 1 and 4 in the Gymnasium of the Town Building and Precincts 2 and 3 in the Gymnasium of the Middle School) on:

TUESDAY, APRIL 25, 2000, BETWEEN 7:00 A.M. and 8:00 P.M.

to choose the following Town officers by ballot from Wayland's registered voters for the following terms of office:

One Planning Board member and one Housing Authority member for five years;

Two Selectmen, two School Committee members, one Assessor, two Road Commissioners, one Water Commissioner, two Board of Health members, one Trust Fund Commissioner, two Library Trustees, and two Park and Recreation Commissioners for three years;

One Road Commissioner and one Board of Health member for one year;

As well as such other Town Officers as may be necessary.

And to vote "Yes" or "No" upon the following question:

QUESTION NO. 1: "Shall the Town of Wayland be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to acquire the residentially zoned portion of the former CNA/Raytheon property, so-called, located on Route 27 (Old Sudbury Road), Wayland, Massachusetts, and containing approximately 34.1 acres of land?"

You are also required to notify all such residents of Wayland to meet in the High School Field House on

THURSDAY, APRIL 27, 2000, AT 7:45 P.M.

to act on the following Articles:

ARTICLE 1: RECOGNIZE CITIZENS FOR EXTENSIVE SERVICE TO THE TOWN

Proposed by: Board of Selectmen

To determine whether the Town will vote to recognize certain citizens of Wayland for their extensive service to the Town of Wayland.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority.

ARTICLE 2: HEAR REPORTS

Proposed by: Board of Selectmen

To determine whether the Town will vote to receive and act upon reports of Town officers, agents, trustees, commissioners, boards and committees.

FINANCE COMMITTEE COMMENTS: This is a standard article that allows reports commissioned by the Town to be heard.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority.

ARTICLE 3: CHOOSE TOWN OFFICERS

Proposed by: Board of Selectmen

To determine whether the Town will vote to choose Town officers, agents, trustees, councils, commissioners, boards, and committees not elected by official ballot.

FINANCE COMMITTEE COMMENTS: This is a standard article that permits the Town to fill various positions.

ARGUMENTS IN FAVOR: It is important to the Town to have all positions filled.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 41, Section 1.

ARTICLE 4: CURRENT YEAR TRANSFER

Proposed by: Finance Committee *Estimated Cost: $88,000*

To determine whether the Town will vote to appropriate a sum or sums of money for the operation and expenses of various Town departments for the current fiscal year; to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or federal government, by borrowing, or otherwise; and to determine which Town officer, board, or committee of combination of them, shall be authorized to expend the money or monies appropriated therefor.

CURRENT YEAR TRANSFERS FY 2000

1	HIGHWAY SNOW REMOVAL	$27,900
2	HIGHWAY LABOR OVERTIME	$8,100
3	FIRE DEPARTMENT OVERTIME	$20,000
4	POLICE DEPARTMENT OVERTIME	$7,000
5	TOWN COUNSEL PROFESSIONAL SERVICES	$25,000
	TOTAL CURRENT YEAR TRANSFERS	**$88,000**
	FUNDING SOURCES	
	FREE CASH	$88,000
	TOTAL SOURCES	**$88,000**

FINANCE COMMITTEE COMMENTS: The total of $36,000, listed under Highway Snow Removal and Highway Labor overtime, represents snow removal overages through March 1, 2000. Assuming no additional snow storms between now and Town Meeting, these funds will meet the Town's financial obligations for this fiscal year. If further snowfall and stormy weather occurs, this article may have to be amended upward at town meeting.

The total of $27,000 for Fire and Police overtime is the amount projected through June 30, 2000. Injuries and retirements in both departments have created this increase in overtime expenses.

The request for additional funds for Town Counsel is caused by several ongoing litigations in the areas of personnel and the construction of the new police and fire station.

RECOMMENDATION: The Finance Committee defers its recommendation until Annual Town Meeting.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 5: LINE ITEM NUMBERS FOR CAPITAL REQUESTS IN BUDGET

Proposed by: Petitioners

To determine whether the Town will vote to amend §19-2 of the Code of the Town of Wayland (General By-Laws), entitled "Budget; capital improvement program," by inserting after the first sentence, which reads "The Finance Committee shall prepare the omnibus operating budget of the town and submit it at the annual town meeting.", the following new sentence:

"Every capital expenditure request appearing in the omnibus budget article of the warrant shall bear a separate line item number. "

FINANCE COMMITTEE COMMENTS: Currently, the amount spent on individual capital items is specified in the language of the motion for the Capital Budget. In the past, individual items have been numbered in some cases and departmental totals in other. Line numbers become the binding element. If individual items are numbered, then no additional funds may be spent on that item above what is appropriated in the budget. When departmental totals are numbered, an expenditure for a given item can be greater than that requested for that item as long as another item is reduced by a corresponding amount.

If the proposed article is approved, the By-Laws would be changed such that each individual line item would be numbered, with corresponding motion language capping the amount that could be spent on any particular item.

ARGUMENTS IN FAVOR: Capital Budget purchases have been abused in the past. Each item to be purchased should have a specific price defined in advance. The Capital Budget line item number should be done in the same manner as the Omnibus (operating) budget.

ARGUMENTS OPPOSED: Approval of the proposed article would impractically limit the options of a department to cover small overages on one capital item with a corresponding reduction on another. An oversight process is already in place: all capital expenditures must be approved by the associated board, the Finance Director, and the Board of Selectmen.

RECOMMENDATION: The Finance Committee recommends against approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 21.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing proposed By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 6: FY 2001 OMNIBUS BUDGET

Proposed by: Finance Committee

To determine what sum of money the Town will appropriate for the operation and expenses of the Town, including capital expenditures for equipment, improvements, or other purposes, and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: See Finance Committee Report beginning on page three of this Warrant.

ARGUMENTS IN FAVOR: This budget reflects the true cost of operating the Town in an efficient manner in order to deliver requested services to the citizens of Wayland.

ARGUMENTS OPPOSED: This budget might possibly be considered excessive. Alternately, this budget might be considered insufficient to provide funds for all necessary services.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

MOTION UNDER ARTICLE 6:

For what it considers to be the proper management of the Town and its finances, the Finance Committee makes the following recommendations, and they are, therefore, incorporated under the motion to be made under Article 5 at the Annual Town Meeting, as follows:

"That the Executive Secretary be charged with responsibility for (1) the operation, maintenance, and administration of the Wayland Town Building, the Public Safety Building, and the Cochituate Town Building, their equipment, and their grounds, as well as (2) the supervision, except for matters relating to policy, of all employees in those buildings, other than elected officials, non-salaried appointed officials, and employees of the School Department;

"That the appropriation under Conservation Commission for 'Conservation Fund' be maintained as a fund against future purchases and not be expended without future vote of the Finance Committee and Board of Selectmen;

"That the appropriation for 'Hydrant Rental' of $18,000 for the Water Department granted in the budget be transferred to 'Water Available Surplus';

"That the Office of the Town Clerk be continued on a salary basis and that all fees from whatever source derived be turned over to the Town as Town income;

"That all fees, wages, or payments made to the Tree Warden, from whatever source, be turned over to the Town as Town income;

"That the Director of Youth and Adolescent Services and Staff be under the jurisdiction of the Youth Advisory Committee which shall report to the Town on the activities of the Director of Youth and Adolescent Services and Staff at the Annual Town Meeting. The Director of Youth and Adolescent Services and Staff will receive administrative support from the School Department."

	BUDGET	EXPENDED FY 1999	APPROPRIATED FY 2000	REQUESTED FY 2001
	SELECTMEN			
1	SALARIES	$500	$500	$500
2	EXPENSE	$20,079	$15,848	$19,957
3	MISCELLANEOUS	$0	$10,000	$0
4	WAYLAND BEAUTIFICATION	$0	$0	$8,500
5	CABLE COMMITTEE	$3,250	$10,000	$15,000
	TOTAL SELECTMEN	$20,579	$36,348	$43,957
	EMERGENCY MANAGEMENT			
5b	OPERATIONS	$3,731	$5,000	$5,000
6	TRAINING	$3,114	$2,000	$2,000
7	EMERGENCY MANAGEMENT	$0	$5,000	$6,000
	TOTAL EMERGEN MNGMNT	$6,845	$12,000	$13,000
	TOWN OFFICE			
	SALARIES:			
	EXECUTIVE SECRETARY	$68,618	$72,289	$81,000
	PERSONNEL DIRECTOR	$54,199	$58,281	$60,902
	FIN. DIR./TOWN ACCT.	$80,601	$84,453	$88,675
	OFFICE ADMIN	$40,105	$50,802	$36,725
	S. SCHEDULE	$34,196	$35,222	$36,984
	CLERICAL	$83,039	$87,610	$104,102
	OVERTIME/LONGEVITY/SICK LEAVE	$2,547	$5,500	$3,500
8	TOTAL SALARIES	$363,305	$394,157	$411,888
9	EXPENSE	$49,616	$46,500	$49,000
10	EQUIPMENT	$3,530	$4,300	$3,600
11	TELEPHONES	$44,103	$50,000	$50,000
12	CONTRACT SERVICES	$13,050	$13,600	$14,000
13	PERSONNEL BD EXPENSE	$5,876	$7,500	$10,000
14	PERSONNEL BD ADJ FUND	$0	$6,750	$6,750
	TOTAL TOWN OFFICE	$479,480	$522,807	$545,238
	WAYLAND TOWN BUILDING			
15	SALARIES	$77,977	$71,158	$74,662
16	BUILDING UTILITIES	$78,435	$103,700	$96,300
17	EXPENSE	$23,120	$21,250	$28,350
	TOTAL TOWN BUILDING	$179,532	$196,108	$199,312
	OTHER TOWN BUILDG-COCHIT			
18	EXPENSES	$15,034	$15,000	$15,000
	DATA PROCESSING			
	MANAGER	$40,714	$41,812	$51,870
	COMPUTER TECHNICIAN	$2,000	$2,000	$30,893
19	TOTAL SALARIES	$42,714	$43,812	$82,763
	EXPENSES			
20	FORMS, SUPPLIES	$17,238	$18,000	$18,000
21	EDUCATION/TRAVEL	$184	$2,150	$1,800
	EQUIPMENT			
22	RENTAL AND REPAIRS	$10,508	$12,000	$12,000
23	NEW APPLICATIONS/EQ.	$10,547	$10,500	$10,500
24	COMPUTER EQ./UPDATE	$50,932	$9,500	$9,000
24b	INFORMATION TECHN CONSULT	$0	$0	$30,000
25	PROFESSIONAL SERVICES	$31,637	$20,200	$25,000

	BUDGET	EXPENDED FY 1999	APPROPRIATED FY 2000	REQUESTED FY 2001
	TOTAL DATA PROCESSING	$163,760	$116,162	$189,063
	TREASURER/COLLECTOR			
	TREASURER/COL. SALARY	$55,287	$57,415	$61,347
	CLERICAL SALARY	$77,315	$82,649	$92,090
26	TOTAL SALARIES	$132,602	$140,064	$153,437
	EXPENSES:			
27	OPERATING EXPENSE	$4,517	$7,110	$5,781
28	TAX TITLE EXPENSE	$1,894	$5,140	$1,680
29	EXCISE TAX PROGRAM	$435	$0	$0
30	BANKING SERVICES	$15,400	$17,864	$17,900
31	LOCK BOX SEVICES	$10,697	$11,000	$11,500
32	MAILING SERVICE	$0	$1,775	$1,775
	TOTAL TREAS/COLLECTOR	$165,545	$182,953	$192,073
	ASSESSORS			
33	SALARIES	$4,599	$4,600	$4,600
34	PROF/CLERICAL	$101,905	$113,321	$122,057
35	EXPENSE	$4,809	$5,000	$6,850
36	PROF SERVICES	$12,488	$14,056	$14,400
37	OTHER EXPENSE	$1,800	$800	$300
38	EQUIPMENT,MAINT,SOFTWARE	$5,000	$5,000	$5,000
39	SPEC BDGT ITEM-PROP. REASSMNT	$23,191	$35,000	$36,050
	TOTAL ASSESSORS	$153,792	$177,777	$189,257
	FINANCE COMMITTEE	$0	$160	$160
	TOWN COUNSEL			
	PROFESSIONAL SERVICES			
	SPECIAL COUNSEL	$56,951	$28,550	$41,000
	PROFESSIONAL SERVICES	$1,450	$0	$0
	TOWN COUNSEL	$50,536	$43,450	$51,000
	TOTAL PROFESSIONAL SERVICES	$108,937	$72,000	$92,000
	LEGAL EXPENSES	$1,273	$3,000	$3,000
40	TOTAL TOWN COUNSEL	$110,210	$75,000	$95,000
	REGISTRARS			
	SALARY	$675	$675	$675
	LISTING	$705	$3,200	$3,200
41	TOTAL REGISTRARS	$1,380	$3,875	$3,875
	TOWN CLERK			
42	TOWN CLERK SALARY	$46,300	$48,643	$52,291
43	TOWN CLERK ADDED COMP	$400	$400	$400
44	CLERICAL	$31,290	$32,973	$34,950
45	CODIFICATION BY LAWS	$5,500	$5,500	$5,900
46	EXPENSE	$19,515	$4,100	$4,019
46b	FEDERAL CENSUS 2000	$0	$500	$1,000
	TOTAL TOWN CLERK	$103,005	$92,116	$98,560
	ELECTIONS			
	OFFICERS SALARIES	$9,788	$6,932	$7,380
	EXPENSE	$3,150	$4,350	$5,875
47	TOTAL ELECTIONS	$12,938	$11,282	$13,255
	PLANNING BOARD			

	BUDGET	EXPENDED FY 1999	APPROPRIATED FY 2000	REQUESTED FY 2001
48	EXPENSE	$4,102	$6,000	$6,000
49	PLANNING ADMINISTRATOR SAL	$46,861	$57,711	$57,711
49B	PLANNING ADMINISTRATIVE ASST.	$0	$0	$15,500
50	EQUIPMENT MAINTENANCE	$45	$250	$250
51	SPECIAL ITEMS	$28,953	$0	$0
	TOTAL PLANNING BOARD	$79,961	$63,961	$79,461
	TOWN SURVEYOR			
	TOWN SURVEYOR SAL	$52,400	$55,364	$59,603
	SURVEY/COMP SPEC SAL	$42,602	$45,169	$48,446
52	TOTAL SALARIES	$95,002	$100,533	$108,049
53	EXPENSE	$3,235	$3,450	$3,750
54	VEHICLE EXPENSE	$100	$400	$400
55	COMPUTER/COPIER MAINT.	$0	$3,000	$4,000
57	IMPLEMNT. ASST.	$2,140	$0	$0
58	PLAN STORAGE	$1,321	$0	$0
59	COMPUTER UPGRADE	$813	$3,000	$4,000
59b	FEDERAL CENSUS 2000	$0	$1,000	$1,000
	TOTAL TOWN SURVEYOR	$102,611	$111,383	$121,199
	CONSERVATION			
60	EXPENSE	$6,977	$8,693	$9,893
61	PROF SERVICES/MISC	$2,050	$2,000	$7,000
62	SALARIES	$57,559	$76,735	$92,103
63	CONSERVATION FUND	$5,346	$10,000	$10,000
	TOTAL CONSERVATION	$71,932	$97,428	$118,996
	HISTORICAL COMMISSION			
64	EXPENSE	$742	$1,114	$1,114
	TOTAL HISTORICAL COMMISSION	$742	$1,114	$1,114
	SURFACE WATER QUALITY COM			
65	MILFOIL TREATMENT	$840	$1,200	$1,000
66	SURFACE WATER QUALITY	$1,903	$1,700	$4,900
	TOTAL SURFACE WATER QUALITY	$2,743	$2,900	$5,900
67	HISTORIC DISTRICT COMM	$30	$275	$275
	COUNCIL ON AGING			
68	SALARIES	$79,370	$89,748	$96,790
69	OPERATING EXPENSE	$5,081	$5,000	$5,000
70	TAX WORK-OFF PROGRAM	$13,500	$15,000	$15,000
71	EQUIPMENT	$378	$400	$400
71b	NEWSLETTER			$4,500
72	TRANSPORTATION	$27,286	$29,250	$29,250
	TOTAL COUNCIL ON AGING	$125,615	$139,398	$150,940
	TOTAL GENERAL GOVERNMENT	$1,795,734	$1,858,047	$2,075,635
	POLICE			
	SALARIES			
	POLICE CHIEF SALARY	$79,102	$74,512	$80,347

	BUDGET	EXPENDED FY 1999	APPROPRIATED FY 2000	REQUESTED FY 2001
	LIEUTENANT SALARY	$65,794	$57,568	$62,260
	YOUTH OFFICER SAL	$48,097	$0	$0
	SERGEANTS SALARY	$322,396	$234,939	$247,357
	DETECTIVES SAL	$137,205	$0	$0
	SPECIALISTS	$0	$210,040	$219,874
	PATROLMEN SAL	$422,437	$428,546	$455,803
	INTERNS SAL	$5,245	$6,897	$7,242
	OVERTIME SAL	$139,472	$106,174	$111,482
	HOLIDAY SAL	$52,605	$66,099	$70,040
	SCHOOL TRAFFIC SUPR	$26,371	$28,006	$29,718
	COURT TIME	$11,100	$12,000	$15,000
	CLERK	$34,446	$35,222	$36,983
	TUITION REIMB	$1,600	$4,500	$4,500
	NIGHT DIFFERENTIAL	$0	$25,861	$30,266
	LONGEVITY	$0	$3,450	$3,250
	PROFESSIONAL STIPEND	$0	$14,973	$18,248
	ED. INCENTIVE	$0	$112,098	$93,058
1	TOTAL SALARIES	$1,345,870	$1,420,885	$1,485,428
	EXPENSE:			
2	OPERATING EXPENSE	$11,841	$15,150	$15,150
3	UNIFORM EXPENSE	$18,691	$18,883	$19,140
4	TRAINING EXPENSE	$44,280	$56,871	$63,048
6	SPECIAL SERVICES	$2,056	$5,100	$5,100
7	ANNUAL PHYSICALS	$4,000	$4,000	$4,000
8	OUT-OF-STATE TRAVEL	$1,009	$1,500	$1,500
9	PUBLIC SAFETY COMPUTER	$4,392	$0	$0
10	TRAFFIC CONTROL EXPENSE	$0	$17,000	$25,500
	EQUIPMENT			
12	POLICE CARS PURCHASE	$102,000	$73,500	$100,940
13	VEHICLE OPERATION EXPENSE	$14,995	$15,000	$15,000
14	NEW EQUIPMENT,MISC,OFFICE	$4,000	$8,000	$8,000
16	EQUIPMENT MAINT & REPAIR	$6,457	$6,400	$3,400
17	VEHICLE GASOLINE	$21,428	$21,000	$21,000
18	COMPUTER MAINTENANCE	$0	$5,000	$5,000
19	EQUIPMENT RENTAL	$0	$400	$400
20	RETIREMENT EXPENSE	$0	$24,615	$23,981
	TOTAL POLICE DEPT.	$1,581,019	$1,693,304	$1,796,587
	FIRE			
	SALARIES			
	CHIEF SALARY	$73,597	$74,941	$82,454
	DEPUTY CHIEF SAL	$51,729	$53,281	$55,945
	CAPTAINS SAL	$138,607	$144,459	$151,685
	LIEUTENANTS SAL	$169,752	$174,843	$183,586
	FIREFIGHTERS SAL	$630,368	$648,596	$684,102
	INCENTIVE & EMT	$31,175	$20,750	$20,750
	OVERTIME	$83,216	$92,000	$99,000
	TRAINING OVERTIME	$0	$5,000	$7,000
	CALLBACK PAY	$26,441	$16,000	$20,000
	HOLIDAY PAY	$52,249	$52,021	$54,622
	CALLMEN HOURLY	$2,320	$5,000	$6,000
	CALLMEN ANNUALLY	$0	$4,400	$4,400
	CLERICAL PART TIME	$11,944	$5,000	$0
	FIRE PREVENTION-PART TIME	$0	$0	$5,000
	CALLBACK PAY: AMBULANCE	$25,357	$26,000	$32,000
	CLERICAL	$0	$18,500	$18,500
21	TOTAL SALARIES	$1,296,755	$1,340,791	$1,425,044
22	OPERATING EXPENSE	$9,472	$9,400	$9,400
23	AMBULANCE EXPENSE	$8,000	$8,000	$8,000
24	FIRE ALARM SYSTEM EXPENSE	$2,042	$3,400	$3,400
25	TRAINING AND EDUCATION	$8,086	$5,000	$7,000

	BUDGET	EXPENDED FY 1999	APPROPRIATED FY 2000	REQUESTED FY 2001
26	UNIFORM EXPENSE	$15,479	$15,500	$15,500
27	PHYSICAL EXAMS	$2,195	$4,100	$4,100
	EQUIPMENT			
28	MISC. EQUIPMENT & HOSE	$12,194	$11,000	$13,000
29	EQUIPMENT MAINTENANCE	$11,048	$11,000	$13,000
30	EQUIPMENT RENTAL	$503	$500	$700
31	VEHICLE GASOLINE	$6,888	$7,000	$7,000
32	COMPUTER MAINTENANCE	$4,932	$5,000	$5,000
	TOTAL FIRE DEPT.	$1,377,594	$1,420,691	$1,511,144
	INSPECTION/BUILDING			
	SALARIES			
	BLDG.& ZONING INSP. SAL	$50,068	$52,675	$59,019
	DEP BLDG INSP	$14,013	$23,826	$44,804
	SUB INSPECTOR SAL	$1,400	$0	$0
	WIRING INSPECTOR	$17,740	$20,164	$20,706
	OVERTIME	$0	$1,500	$0
	PLUMBING/ GAS INSPECTOR	$14,700	$17,577	$19,377
	CLERICAL	$49,841	$56,163	$61,483
	DEPUTY PLUMBING/GAS	$0	$735	$775
	DEPUTY WIRING	$0	$735	$775
	SEALER OF WEIGHTS,MEAS	$1,067	$550	$775
33	TOTAL SALARIES	$148,829	$173,925	$207,714
	EXPENSE:			
34	BUILDING & ZONING EXPENSE	$5,490	$6,000	$7,000
35	INSPECTORS EXPENSE	$3,168	$4,860	$3,600
36	ZONING BOARD EXPENSE	$2,091	$2,500	$2,750
37	COMPUTER UPDATE	$3,200	$0	$0
38	SPECIAL BUDGET ITEMS	$0	$5,050	$0
	EQUIPMENT			
39	VEHICLE EXPENSE	$916	$500	$1,250
40	VEHICLE GASOLINE	$345	$400	$800
41	COPIER	$0	$500	$500
42	CAR REPLACEMENT	$0	$1,500	$1,500
	TOTAL INSPECTION	$164,039	$195,235	$225,114
	DOG OFFICER:			
43	DOG OFFICER SALARY	$34,872	$35,416	$37,331
44	DOG OFFICER EXPENSE	$1,811	$2,200	$2,200
45	BOARD VET FEES	$2,541	$3,000	$3,550
46	VEHICLE GASOLINE	$585	$700	$700
	TOTAL DOG OFFICER	$39,809	$41,316	$43,781
	JOINT COMMUNICATIONS			
47	DISPATCHERS SAL	$285,032	$307,206	$326,521
48	OPERATING EXPENSE	$13,700	$14,409	$17,428
49	BLDG. EXPENSE,MAINT,REPAIR	$9,566	$12,600	$12,600
50	BLDG. EXP UTILITIES	$47,369	$47,400	$47,400
51	COMPUTER LICENSE	$4,480	$5,000	$5,000
52	UNIFORM ALLOWANCE	$990	$1,600	$1,800
53	BUILDING REPAIRS	$12,994	$0	$13,000
	SPECIAL ITEMS			
54	REMOTE FIRE ALARM MONITOR	$0	$2,000	$0
55	FIRE HELMET RADIOS	$0	$6,000	$0
	TOTAL JOINT COMM	$374,131	$396,215	$423,749
	TOTAL PROTECTION	$3,536,592	$3,746,761	$4,000,375

	BUDGET	EXPENDED FY 1999	APPROPRIATED FY 2000	REQUESTED FY 2001
	BOARD OF HEALTH			
	SALARIES:			
	BOARD MEMBERS	$250	$250	$250
	ADMINISTRATIVE ASSISTANT	$31,167	$32,871	$34,950
	ADMINISTRATIVE ASSISTANT OT	$1,780	$1,000	$2,200
	ANIMAL INSPECTOR	$450	$450	$450
	HEALTH DIRECTOR	$57,156	$58,702	$62,850
	ANIMAL CONTROL OFFICER	$7,862	$7,862	$8,255
	HEALTH AGENT/ SANITARIAN	$34,036	$41,605	$45,543
	PART-TIME CLERICAL	$12,154	$13,149	$15,620
1	TOTAL SALARIES	$144,855	$155,889	$170,118
	EXPENSES:			
2	OFFICE EXPENSE	$5,860	$5,000	$7,500
3	IN STATE TRAVEL EXPENSE	$498	$1,380	$1,000
4	FRINGE BENEFITS	$1,083	$1,980	$1,980
	CONTRACT/PROF SERVICES:			
5	MENTAL HEALTH CLINICS	$37,430	$47,400	$47,400
6	COMMUNITY NURSING CARE	$175,000	$195,242	$211,000
7	MOSQUITO CONTROL	$18,465	$19,380	$20,136
8	PROFESSIONAL SERVICES/MOSQ	$2,265	$10,524	$10,524
9	VEHICLE OPERATION/MAINT	$582	$1,200	$1,200
	SPECIAL BUDGET ITEMS:			
10	WATER QUALITY STUDY	$1,500	$3,500	$2,500
11	HAZARDOUS WASTE MGT	$9,005	$12,000	$12,000
12	CONSULTING ENGINEER	$0	$2,500	$2,500
13	FOOD INSPECTOR	$0	$5,000	$5,000
	TOTAL BOARD OF HEALTH	$396,543	$460,995	$492,858
	HIGHWAY			
	SALARIES:			
	DIRECTOR OF HIGHWAY	$63,282	$67,883	$71,905
	CLERKS' SALARIES	$42,079	$53,558	$63,643
	HIGHWAY LABOR SALARY	$436,285	$466,951	$482,435
	OVERTIME,LABOR	$0	$32,000	$40,000
1	TOTAL SALARIES	$541,646	$620,392	$657,983
	MAINTENANCE:			
2	MAINTENANCE OF ROADS	$102,875	$25,000	$25,000
3	MAINTENANCE OF EQUIPMENT	$64,975	$65,000	$65,000
4	SNOW REMOVAL	$128,796	$51,000	$51,000
5	SNOW REMOVAL/PRIVATE WAYS	$7,000	$7,000	$7,000
6	UNIFORMS/OTHER FRINGE	$13,975	$15,000	$15,000
	CONTRACT/PROFESSIONAL SRVCS			
7	CONTRACT BASIN CLEANING	$19,992	$20,000	$20,000
8	ROAD RESURFACING	$126,500	$110,000	$135,000
9	CRACK SEALING	$14,837	$15,000	$15,000
	EQUIPMENT			
10	EQUIPMENT MISC.	$9,998	$10,500	$21,300
11	HIGHWAY FUEL	$15,832	$20,000	$20,000
	BUILDING MAINTENANCE:			
12	HIGHWAY GARAGE REPAIR	$52,734	$24,500	$9,500
12b	WASTEWATER DISPOSAL	$0	$0	$25,000
13	HIGHWAY GARAGE UTILITIES	$22,081	$25,500	$25,500
14	OFFICE EXPENSE	$6,522	$7,000	$7,000
	TOTAL HIGHWAY	$1,127,763	$1,015,892	$1,099,283

	BUDGET	EXPENDED FY 1999	APPROPRIATED FY 2000	REQUESTED FY 2001
	HEALTH-LANDFILL			
1	SALARIES:	$160,630	$170,356	$181,018
	EXPENSE:			
2	LEACHATE COLLECTION	$27,500	$35,000	$45,000
3	DISPOSAL OF WOOD	$16,878	$19,000	$19,000
4	FUEL	$6,846	$10,000	$10,000
	PROFESSIONAL SERVICES			
5	MISC. ENGINEERING	$25,373	$31,460	$35,000
	BUILDING:			
6	REPAIRS	$6,024	$22,700	$8,700
7	UTILITIES	$14,360	$11,000	$12,000
8	OTHER EXPENSE	$12,060	$15,000	$18,500
9	MAINT REPAIRS	$32,220	$33,750	$30,000
10	LEASE EQUIPMENT	$10,209	$6,408	$6,900
11	OTHER EXPENSE: COVER	$14,172	$14,650	$14,650
12	MISC. EQUIPMENT	$6,869	$7,400	$8,400
13	ENGINEERING LANDFILL CAP	$0	$57,000	$0
	TOTAL LANDFILL	$333,141	$433,724	$389,168
	VETERANS BENEFITS			
	VET BENEFIT APPROP	$3,249	$3,990	$3,990
	MISCELLANEOUS	$40	$210	$210
	SALARIES	$2,475	$2,850	$2,993
1	TOTAL VETERANS BENEFITS	$5,764	$7,050	$7,193
	SCHOOLS			
	REGULAR INSTRUCTION 1	$9,240,237	$10,350,430	$11,247,318
	SPECIAL INSTRUCTION 2	$3,168,375	$3,350,512	$3,712,487
	INSTRUCTIONAL SERVICES 3	$2,592,790	$2,944,580	$3,283,835
	OPERATIONS SERVICES 4	$1,719,746	$1,771,933	$1,896,975
	POLICY ADMIN. SERV. 5	$621,782	$626,218	$656,525
	OUT OF STATE TRAVEL 6	$3,798	$11,067	$6,700
1	TOTAL SCHOOLS	$17,346,728	$19,054,740	$20,803,840
2	**REGIONAL VOCATIONAL SCHOOL**	$194,291	$76,386	$95,155
	DIRECTOR YOUTH SERVICES			
	DIRECTOR YOUTH SERVICES	$55,142	$57,415	$60,521
	ASSOC DIRECTOR YOUTH SER	$47,622	$52,122	$55,756
	PARENT EDUCATION PROGRAM	$0	$3,000	$0
1	TOTAL YOUTH SERV SAL	$102,764	$112,537	$116,277
2	EXPENSE	$3,435	$3,420	$3,720
3	AUTOMOBILE EXPENSE	$950	$330	$330
3b	VEHICLE PURCHASE	$0	$0	$1,500
4	AUTOMOBILE REPAIR	$0	$550	$250
	TOTAL DIR YOUTH SERVICES	$107,149	$116,837	$122,077
	LIBRARY			
	SALARIES			
	LIBRARY DIRECTOR	$64,234	$67,017	$71,510
	ADM ASSISTANT	$32,816	$35,034	$39,431
	CHILDREN'S LIBRARIAN	$34,542	$36,880	$38,774
	ASST. CHILDREN'S LIBRARIAN	$30,060	$31,618	$35,270
	LIBRARY ASSISTANTS	$76,257	$85,325	$90,810
	PAGES SALARY	$10,607	$13,728	$12,050
	CLERKS SALARY	$25,409	$26,520	$25,700
	CUSTODIAN SALARY	$24,864	$26,213	$28,659

	BUDGET	EXPENDED FY 1999	APPROPRIATED FY 2000	REQUESTED FY 2001
	REF LIBRARIAN/ PART TIME	$28,509	$29,120	$45,296
	ASSISTANT DIRECTOR	$0	$38,226	$41,876
	HEAD OF CIRCULATION	$35,054	$37,885	$41,921
	SATURDAY DIFFERENTIAL	$0	$1,300	$1,300
	EVEN DIFFERENTIAL	$0	$1,400	$1,400
	CHILDREN'S RM PART TIME	$0	$11,650	$27,129
1	TOTAL SALARIES	$362,352	$441,916	$501,126
2	OPERATING EXPENSE	$43,379	$43,500	$43,500
3	OUT OF STATE TRAVEL	$536	$550	$550
4	TUITION REIMBURSEMENT	$1,835	$2,000	$2,000
5	MATERIALS PURCHASE	$90,416	$99,348	$109,000
6	LIBRARY AUTOMATION	$30,000	$30,000	$30,000
	SPECIAL ITEMS			
7	COMPUTER UPGRADE	$0	$5,000	$5,000
8	NEW BOOK RETURN UNIT	$2,270	$0	$0
	TOTAL LIBRARY	$530,788	$622,314	$691,176
	PARK & RECREATION			
	SALARIES:			
	SUPERINTENDENT	$65,428	$67,333	$70,690
	LABOR	$254,380	$245,566	$284,331
	CLERICAL REGULAR	$31,364	$31,385	$34,950
1	TOTAL SALARIES	$351,172	$344,284	$389,971
	EXPENSE:			
2	REPAIRS & MISC.	$43,054	$45,335	$45,335
3	LANDSCAPE, MATERIAL & SUP	$33,869	$31,527	$31,527
4	UNIFORM EXPENSE	$3,999	$4,280	$4,280
5	TREE PLANTING	$1,339	$1,500	$1,500
6	PLAYGROUND SUPPLY	$0	$500	$500
7	TRAVEL & DUES IN STATE	$475	$500	$500
8	TRAVEL OUT OF STATE	$711	$1,050	$1,050
	EQUIPMENT			
9	MISC SMALL EQUIPMENT	$417	$1,000	$1,000
10	REPAIR SUPPLY & EQUIP	$4,778	$5,000	$4,500
	BUILDING REPAIRS			
11	LIGHTING, ETC.	$3,252	$3,650	$3,650
	CONTRACT/PROF SERVICES			
12	TREE TRIMMING	$17,011	$18,000	$18,800
13	PUBLIC WORKS EXPENSE	$933	$2,000	$2,000
14	DUTCH ELM DISEASE EXP	$0	$800	$0
15	DEV. CEMETERY LAND	$0	$0	$0
	TOTAL PARK & RECREATION	$461,010	$459,426	$504,613
16	FEE SUPPORTED PROGRAMS	$316,255	$340,000	$390,000
	PARK/RECREATION: POOL OPERATION			
	SALARIES	$0	$127,310	$115,000
	UTILITIES	$0	$27,500	$35,000
	ADMIN MATERIALS, SUPPLIES	$0	$15,100	$15,100
	MAINTENANCE MATERIALS, SUPPLY	$0	$29,000	$25,600
	PROGRAMS	$0	$91,425	$70,000
17	TOTAL POOL OPERATION	$0	$290,335	$260,700
	UNCLASSIFIED			
1	INSURANCE GENERAL	$190,209	$200,000	$200,000
2	INSURANCE 32B	$1,500,000	$1,600,000	$1,750,000

	BUDGET	EXPENDED FY 1999	APPROPRIATED FY 2000	REQUESTED FY 2001
3	UNEMPLOYMENT COMPENSATION	$11,597	$10,000	$10,000
4	STREET LIGHTING	$89,659	$110,000	$100,000
5	HYDRANT RENTAL	$18,000	$18,000	$18,000
6	TOWN MEETING WARRANT	$18,735	$16,000	$16,000
7	RESERVE FUND	$0	$125,000	$125,000
8	PUBLIC CEREMONIES	$2,502	$2,500	$2,500
9	SURETY BONDS	$650	$800	$800
10	TOWN CLOCKS	$0	$200	$200
11	NON CONTRIBUTORY PENSION	$11,569	$20,500	$12,000
12	PENSION DISABILITY ACCT	$0	$10,000	$10,000
13	OCCUPATIONAL HEALTH NURSE	$7,379	$6,000	$6,000
14	MEDICAL CONTRIBUTION	$80,000	$80,000	$80,000
15	RESERVE FOR SAL SETTLEMENT	$0	$260,000	$50,000
16	EMPLOYEE ASSISTANCE PROG.	$1,907	$6,000	$4,500
	TOTAL UNCLASSIFIED	$1,932,207	$2,465,000	$2,385,000
	DEBT AND INTEREST			
	INTEREST			
1	BOND ANTICIPATION NOTES	$20,028	$0	$70,000
2	BOND ANTICIPATION NOTES EX	$187,363	$68,375	$80,000
3	ANTICIPATION REVENUE	$0	$10,000	$0
4	BOND ISSUE 1989	$465	$0	$0
5	BOND ISSUE EXEMPT 1989	$8,060	$7,950	$2,550
6	MULTI PURPOSE EXEMPT 1990	$13,603	$0	$0
7	MULTI PURP EX 91 HIGH SCHL	$250,900	$234,000	$162,685
8	MULTI PURP EX 91 LOKER	$30,660	$23,240	$15,680
9	MULTI PURP EX 91 LANDFILL	$7,665	$5,810	$3,920
10	MULTI PURP EXEM SCHL 1993	$138,683	$130,583	$122,228
11	MULTI PURPOSE EQUIPMENT	$1,225	$0	$0
12	LAND ACQUISITION EXEMPT	$138,610	$131,400	$124,210
13	MULTI PURPOSE 1996	$35,490	$25,490	$15,490
14	MULTI PURPOSE 1997	$58,911	$50,530	$44,954
15	MULTI PURPOSE EXEMPT 1997	$59,100	$51,600	$45,600
16	PUBLIC SAFETY BLDG. EXEMPT	$0	$230,673	$220,957
17	DECARLO LAND ACQUISITION	$0	$2,895	$2,225
18	DEPARTMENTAL EQUIPMENT	$0	$34,890	$27,575
19	FIELD HOUSE ROOF	$0	$5,779	$1,129
20	COMPUTERS	$0	$13,335	$10,487
21	TRAFFIC LIGHTS	$0	$898	$650
22	DEPARTMENTAL EQUIPMENT	$0	$0	$25,600
23	LAND ACQUISITION	$0	$0	$60,000
24	MODULAR CLASSROOMS/GYM	$0	$0	$50,000
25	POOL REMODEL	$0	$0	$17,000
26	STREET REMODEL	$0	$0	$13,650
27	SIDEWALK/BIKE	$0	$0	$6,000
28	TEMP BORROWING MIDDLE SCH	$0	$0	$465,150
	MATURING DEBT			
29	BOND ISSUE 1989	$15,000	$0	$0
30	MULTI PURPOSE EXEMPT 1990	$95,000	$95,000	$85,000
31	MULTI PURP EX 91 HIGH SCHL	$325,000	$325,000	$360,000
32	MULTI PURP EX 91 LOKER	$140,000	$140,000	$140,000
33	MULTI PURP EX 91 LANDFILL	$35,000	$35,000	$35,000
34	MULTI PURP EXEMPT SCHL 1993	$225,000	$225,000	$215,000
35	MULTI PURP EQUIP 1993	$70,000	$0	$0
36	LAND ACQUISTION EXEMPT 1996	$180,000	$180,000	$180,000
37	MULTI PURPOSE 1996	$510,000	$250,000	$185,000
38	BOND SALE EXPENSE	$0	$25,000	$25,000
39	FINANCIAL DISCLOSURE	$0	$2,500	$2,500
40	MULTI PURPOSE 1997	$157,300	$152,300	$152,300
41	MULTI PURPOSE EXEMPT 1997	$150,000	$150,000	$150,000
42	PUBLIC SAFETY BLDG.	$0	$290,000	$290,000
43	DECARLO LAND ACQUISITION	$0	$20,000	$20,000
44	DEPARTMENTAL EQUIP	$0	$222,000	$215,000
45	FIELD HOUSE REMODEL	$0	$18,939	$3,675
46	COMPUTERS	$0	$85,000	$85,000
47	TRAFFIC LIGHTS	$0	$10,000	$5,000

	BUDGET	EXPENDED FY 1999	APPROPRIATED FY 2000	REQUESTED FY 2001
48	DEPARTMENTAL EQUIPMENT	$0	$0	$107,000
49	LAND ACQUISITION	$0	$0	$120,000
50	MODULAR CLASSROOMS/GYM	$0	$0	$100,000
51	POOL REMODEL	$0	$0	$35,000
52	STREET REMODEL	$0	$0	$33,000
53	SIDEWALK/BIKE	$0	$0	$30,000
	TOTAL DEBT & INTEREST	$2,853,063	$3,253,185	$4,161,215
	GRAND TOTAL BUDGET	$30,937,028	$34,200,692	$37,478,287

CAPITAL REQUESTS 2001

	TOWN BUILDINGS		
	PARKING LOT REPAIR	$30,000	FC
	TOWN BUILDING REPAIRS	$150,000	BORR
	REPAIRS FIRE STATION 2	$25,000	FC
	POSTAGE MACHINE	$12,400	FC
1	TOTAL	$217,400	
	CONSERVATION		
2	RICE ROAD DAM	$10,000	FC
3	LIBRARY COMPUTER EQUIPMENT	$5,000	FC
	HIGHWAY		
	SIDEWALK RECONSTRUCTION	$60,000	BORR
	46K GVW DUMP TRUCK, AND PLOW	$100,000	BORR
	15GVW MAINTENANCE TRUCK/PLOW	$48,000	BORR
4	TOTAL	$208,000	
	POLICE		
5	INFORMATION RETRIEVAL SYSTEM	$15,000	FC
	FIRE DEPARTMENT		
	THERMAL IMAGING CAMERA	$15,000	FC
	TURNOUT GEAR	$24,000	FC
6	TOTAL	$39,000	
	INSPECTION DEPARTMENT		
7	COMPUTER/OFFICE EQUIPEMENT	$10,000	FC
	PARK AND RECREATION		
	STATION WAGON	$22,000	BORR
	MOWER	$4,800	FC
	LEAF BLOWER	$2,100	FC
	LINE TRIMMER	$1,000	FC
	HEDGE TRIMMER	$1,000	FC
8	TOTAL	$30,900	
	SCHOOL DEPARTMENT		
	BUILDING REPAIRS	$33,000	BORR
	PARKING LOT/ HAPPY HOLLOW	$5,000	BORR
	REPLACEMENT FURNITURE	$41,000	BORR
	SCHOOL BUS	$50,000	BORR
	COPIERS	$12,000	FC
	FOOD SERVICE EQUIPMENT/ LOKER	$13,000	BORR
	TECHNOLOGY	$250,000	BORR
9	TOTAL	$404,000	
	LANDFILL		
	LANDFILL CAP AND CLOSURE	$250,000	BORR
	CRAWLER/TRACTOR	$193,000	BORR
	ROLL OFF TRUCK	$110,000	BORR
	PAK-RAT BODY	$25,000	BORR

	CONTAINERS 50CY OPEN TOP (1)	$4,400	BORR
	CONTAINERS 40CY RECYCLING (2)	$8,700	BORR
	CONTAINERS 50CY CLOSED BOX (2)	$9,900	BORR
	CONTAINERS 30 CY OPEN TOP (6)	$17,700	BORR
	SNOW PLOW	$7,800	BORR
10	TOTAL	$626,500	
	WATER DEPARTMENT		
	VEHICLES	$40,000	WAS
	DUDLEY POND UPGRADE	$210,000	BORR
	BALDWIN POND REPLACE	$150,000	BORR
11	TOTAL	$400,000	
	GRAND TOTAL	$1,965,800	
	HIGHWAY STATE FUNDS	$242,950	

TABLE NO.1

WAYLAND INCOME AND EXPENSE STATEMENT	FISCAL 1996	FISCAL 1997	FISCAL 1998	FISCAL 1999	FISCAL 2000	FISCAL 2001
BUDGET	$27,290,151	$28,820,401	$31,223,190	$32,606,158	$34,200,692	$37,478,287
ARTICLES AND WATER BUDGET	$4,280,143	$2,968,125	$3,524,976	$3,864,885	$17,175,471	$4,619,679
TOTAL TOWN EXPENSE	$31,570,294	$31,788,526	$34,748,166	$36,471,043	$51,376,163	$42,097,966
NET CHERRY SHEET	($1,305,960)	($1,429,898)	($1,656,171)	($1,801,116)	($2,282,092)	($2,470,762)
OVERLAY EXPENSE	$239,772	$432,058	$200,000	$200,000	$306,210	$200,000
LOCAL RECEIPTS	($2,077,411)	($2,350,566)	($2,450,000)	($2,568,557)	($2,830,500)	($3,235,441)
SUMMER SALARY ADJUSTMENT						
OTHER SOURCES: FREE CASH, BORROWINGS, ETC.	($4,459,632)	($3,423,342)	($4,130,976)	($4,452,909)	($17,875,871)	($6,113,192)
TO BE RAISED BY TAXATION	$23,967,063	$25,016,778	$26,714,095	$27,848,461	$28,693,910	$30,478,571
ASSESSED VALUATION	$1,293,709,400	$1,475,045,900	$1,488,250,430	$1,529,295,000	$1,910,380,200	$1,953,655,832
TAX RATE	$18.42	$16.96	$17.95	$18.21	$15.02	$15.60

AVERAGE TAX BILL WILL INCREASE BY 4.0% IN FY2001.

TABLE NO.2

HISTORICAL BUDGET SUMMARY

FISCAL YEAR	SCHOOL	TOWN	TOTAL	INCREASE	%	FIXED COSTS*	OPERATING BUDGET
FY 2001	$20,898,995	$16,579,292	$37,478,287	$3,297,837	9.65%	3.09%	6.59%
FY 2000	$19,131,126	$15,049,324	$34,180,450	$1,574,292	4.82%	-0.10%	4.92%
FY 1999	$18,437,289	$14,168,869	$32,606,158	$1,382,968	4.70%	-0.90%	5.60%
FY 1998	$17,390,014	$13,833,176	$31,223,190	$2,402,789	8.34%	1.13%	7.21%
FY 1997	$15,691,033	$13,129,368	$28,820,401	$1,530,250	5.61%	1.20%	4.41%
FY 1996	$14,712,621	$12,577,530	$27,290,151	$828,366	3.10%	-0.50%	3.60%
FY 1995	$14,263,883	$12,224,902	$26,461,785	$1,744,499	7.06%	1.39%	5.67%
FY 1994	$12,796,933	$11,577,853	$24,374,786	$761,148	3.22%	0.12%	3.10%

*INCLUDES:FUNDED DEBT, INTEREST, HEALTH INS., BUILDING INS. (PROP/LIAB)

TABLE NO. 3

TOWN REVENUES	FY 1996	FY 1997	FY1998	FY 1999	FY 2000	FY 2001
AUTO EXCISE	$1,000,000	$1,000,000	$1,222,000	$1,200,000	$1,300,000	$1,400,000
FEES, FINES, INTEREST	$1,308,000	$1,358,000	$1,350,000	$1,350,000	$1,700,000	$1,700,000
NET REC FROM STATE	$2,147,312	$2,348,875	$2,613,703	$2,885,244	$3,162,592	$3,575,000
TOTAL	$4,455,312	$4,706,875	$5,185,703	$5,435,244	$6,162,592	$6,675,000
RAISED FROM TAXES	$23,967,063	$25,016,778	$26,714,095	$27,848,496	$28,693,891	$30,477,890

TABLE NO. 4

PERCENT OF BUDGET BY DEPARTMENT

DEPARTMENT	% 1996	% 1997	%1998	%1999	%2000	%2001
GENERAL GOVERNMENT	5.5%	5.5%	5.4%	5.3%	5.4%	5.5%
PROTECTION	10.9%	10.9%	10.7%	10.8%	11.0%	10.7%
HEALTH	1.2%	1.2%	1.3%	1.3%	1.3%	1.3%
HIGHWAY	3.4%	3.3%	3.1%	3.0%	3.0%	2.9%
LANDFILL	1.4%	1.3%	1.1%	1.1%	1.3%	1.0%
VETERANS' BENEFITS	0.1%	0.1%	0.1%	0.1%	0.1%	0.1%
SCHOOLS	53.4%	53.8%	55.4%	55.8%	55.7%	55.5%
REG VOC SCHOOL	0.5%	0.7%	0.3%	0.6%	0.2%	0.5%
DIRECTOR YOUTH SERVICES	0.3%	0.3%	0.3%	0.3%	0.3%	0.3%
LIBRARIES	1.7%	1.7%	1.7%	1.7%	1.8%	1.8%
PARK AND RECREATION	1.3%	1.3%	1.2%	1.3%	2.2%	2.0%
FEE SUPPORTED PROGRAMS	1.1%	1.2%	1.1%	1.1%	1.0%	1.0%
UNCLASSIFIED	8.1%	7.3%	7.0%	7.7%	7.2%	6.3%
DEBT AND INTEREST	11.1%	11.4%	11.5%	10.1%	9.5%	11.1%

TABLE NO. 5

DEPARTMENTAL INCREASES	BUDGET FY 2000	BUDGET FY 2001	BUDGET INCREASE	% INCREASE
GENERAL GOVERNMENT	$1,858,047	$2,075,635	$217,588	11.7%
PROTECTION	$3,746,761	$4,000,375	$253,614	6.8%
HEALTH	$460,995	$492,858	$31,863	6.9%
HIGHWAY	$1,015,892	$1,099,283	$83,391	8.2%
LANDFILL	$433,724	$389,168	($44,556)	-10.3%
VETERAN'S BENEFITS	$7,050	$7,193	$143	2.0%
SCHOOLS	$19,054,740	$20,803,840	$1,749,100	9.2%
REGIONAL VOCATIONAL SCHOO	$76,386	$95,155	$18,769	24.6%
DIR. YOUTH SERVICES	$116,837	$122,077	$5,240	4.5%
LIBRARIES	$622,314	$691,176	$68,862	11.1%
PARK AND RECREATION	$749,761	$765,313	$15,552	2.1%
FEE SUPPORTED PROGRAMS	$340,000	$390,000	$50,000	14.7%
UNCLASSIFIED	$2,465,000	$2,385,000	($80,000)	-3.2%
DEBT AND INTEREST	$3,253,185	$4,161,215	$908,030	27.9%
TOTAL	$34,200,692	$37,478,287	$3,277,595	9.6%

ARTICLE 7: WAYLAND/SUDBURY SEPTAGE TREATMENT FACILITY BUDGET

Proposed by: Septage Committee *Estimated Cost: $900,113*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Septage Committee for the operation of the Wayland/Sudbury Treatment Facility, and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

		EXPENDED FY 98	APPROPRIATED FY20	REQUESTED FY2001
I	SALARIES	$271,106	$165,421	$173,692
	EXPENSE			
2	OPERATING EXPENSE	$11,322	$60,000	$55,000
3	OTHER EXPENSE	$2,734	$10,000	$5,500
4	EXPENSE UTILITY-MISC.	$32,109	$5,000	$5,000
5	CONTRACTED/PROF SVCES	$6,760	$5,000	$5,000
6	CONTRACT SERVICES/DIRECTOR	$0	$75,000	$75,000
7	LEGAL SERVICES	$3,923	$5,000	$5,500
8	OUT OF STATE TRAVEL	$0	$500	$500
	EQUIPMENT			
9	CAPITAL REPLACEMENT	$0	$75,000	$67,500
10	PURCHASE/RENTAL	$2,747	$4,000	$4,000
11	MAINTENANCE/REPAIRS	$21,107	$25,000	$25,750
12	MATERIAL/SUPPLIES	$4,820	$4,500	$0
12	EMERGENCY REPAIRS			$25,000
	BUILDING/MAINT EXPENSE			
13	MAINT/REPAIRS/RENOVATIONS	$8,975	$5,000	$5,000
14	BUILDING UTILITIES	$1,317	$2,000	$2,000
15	OTHER EXPENSE	$5,836	$4,000	$6,000
	SPECIAL BUDGET ITEMS			
16	ENGINEERING SERVICES	$0	$10,000	$10,000
17	DEBT SERVICE	$120,945	$116,560	$112,210
18	SLUDGE DISPOSAL	$92,358	$126,000	$110,714
19	GROUND WATER MONITORING	$0	$25,000	$18,800
20	AUDIT, FINANCIAL SERVICES	$0	$0	$18,000
20	LABRATORY AND PROFESS SERVICES		$10,750	$10,000
	INDIRECT EXPENSES			
21	ADMINISTRATION	$20,510	$40,000	$40,000
22	INSURANCE FRINGE BENEFITS	$0	$20,400	$20,400
23	OTHER INSURANCE	$0	$4,400	$4,400
24	RETIREMENT BENEFITS	$0	$35,800	$35,800

25	GREASE DISPOSAL	$45,631	$54,000	$56,847
26	SEPTAGE COMMITTEE	$0	$1,000	$500
27	RESERVE FOR EMERGENCY REP	$38,700	$0	$0
28	SEPTAGE COMMITTEE SEC.	$422	$1,000	$2,000
TOTAL BUDGET REQUEST		**$691,322**	**$890,331**	**$900,113**
REVENUE SOURCES				
ANTICIPATED REVENUE		$673,200	$640,000	$685,000
RETAINED EARNINGS		$121,940	$250,331	$215,113
TOTAL REVENUES		**$795,140**	**$890,331**	**$900,113**

FINANCE COMMITTEE COMMENTS: This article provides funds for the annual operation of the Wayland/Sudbury Septage Treatment Plant. This is the second budget presented by the Septage Committee, an eight member group (four from each Town) authorized by Article 14 of the 1997 ATM . This group is responsible for all aspects of the operation and maintenance at the facility. They are also responsible for obtaining and approving all designs and changes to equipment and structures at the treatment plant. Article 14 of the 1997 ATM also states that "the Budget adopted by the (Septage) COMMITTEE shall be included in the Warrant for the Host Town's (Wayland) Town Meeting without any changes."

After taking control, the Septage Committee contracted with Camp, Dresser & McKee to oversee the operations on an interim term basis. The Septage Committee's retained earnings totaled $980,830 as of 6/30/98.

ARGUMENTS IN FAVOR: The Wayland/Sudbury Septage facility is a convenient treatment plant that benefits the residents of both towns. The budget allows for the increasing cost of sludge and grease disposal, includes funds to upgrade certain capital items, and includes groundwater monitoring and lab analysis expenses. It also includes funding a financial audit.

ARGUMENTS OPPOSED: For the second consecutive year, the Septage Committee has presented a budget where expenses exceed revenues. Last year's anticipated deficit was $219,600. This year the Septage Committee expects a deficit of $215,331. Both budgets are balanced by using retained earnings to fill the expense/revenue gap. It is the opinion of the Finance Committee that retained earnings should only be used in emergencies or as part of a long-range plan.

The Septage Committee lacks a long-range plan for the facility. As a result, the Septage Committee's budget plans on funding costly transitional expenses (i.e., part-time Contract Services Director/$75,000) for another fiscal year.

Without a long-range plan that balances expenses with revenues, the retained earnings will be exhausted and rates charged for septage will need to be increased.

RECOMMENDATION: Finance Committee recommends approval. Vote: Unanimous. The approval is based on Septage Committee assurances of developing an acceptable long-range plan by the Fall of 2000.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 7 and 8.

ARTICLE 8: WATER DEPARTMENT BUDGET

Proposed by: Water Department *Estimated Cost: $1,199,353*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Water Commissioners for the operation and expenses of the Water Department; to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by grants received from the Commonwealth or federal government, by borrowing, or otherwise.

	EXPENDED FY 1999	APPROPRIATED FY 2000	REQUESTED FY 2001
SALARIES:			
COMMISSIONERS	$225	$225	$225
SUPERINTENDENT	$53,400	$52,375	$57,174
LABOR	$264,596	$274,462	$305,550
CLERICAL	$31,136	$41,658	$49,224
TOTAL SALARIES	$349,357	$368,720	$412,173
OPERATING EXPENSE	$361,590	$432,500	$457,500
PROFESSIONAL SERVICES	$0	$0	$25,000
EQUIPMENT	$0	$0	$0
POLICE DETAILS	$8,940	$0	$0
BORROWING COSTS	$231,379	$239,539	$304,680
TOTAL WATER DEPARTMENT	**$951,266**	**$1,040,759**	**$1,199,353**

FINANCE COMMITTEE COMMENTS: This article provides funds according to the proposed budget for the operation of the Water Department for Fiscal Year 2001.

ARGUMENTS IN FAVOR: Wayland enjoys high quality water and should fund the Water Department to allow the continued delivery of this high quality water.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 7 and 8.

ARTICLE 9: WASTEWATER MANAGEMENT DISTRICT COMMISSION BUDGET

Proposed by: Wastewater Management District Commission *Cost: $160,796*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Wastewater Management District Commission for its annual operating expenses; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

WMDC BUDGET FY 2001	Expended FY 1999	Appropriated FY 2000	Requested FY 2001
Salaries	$0	$0	$0
Operating Expenses	$0	$3,600	$11,183
Maintenance/Repair	$0	$0	$0
Contract/Professional Services	$0	$83,000	$92,000
Debt Service	$23,430	$22,430	$57,613
Total Budget Request	$23,430	$109,030	$160,796
Revenue			
Anticipated Revenues	$0	$86,600	$160,796
General Fund Contribution	$23,430	$22,430	$0
Retained Earnings	$0	$0	$0
Total Revenue	$23,430	$109,030	$160,796

FINANCE COMMITTEE COMMENTS: In the Fall of 1999, the Wastewater Management District Commission (WMDC) purchased the wastewater treatment facility located on the former Raytheon property. Concurrently, the Commission contracted to install sewer pipe along Route 20 from the treatment facility to the intersection of Routes 20, 126 and 27. In fiscal year 2001, the WMDC will incur various operating expenses related to this wastewater treatment system.

ARGUMENTS IN FAVOR: This Article provides funds for the operation of the wastewater treatment facility located on the former Raytheon (now Polaroid) property. Operating expenses and debt obligations will be reimbursed through fees charged to users.

ARGUMENTS OPPOSED: Revenue projections are based on a series of assumptions. If these assumptions prove to be overly optimistic, there is the possibility that revenues will fall short of expenses.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Sections 7 and 8.

ARTICLE 10: REVOLVING FUND FOR COUNCIL ON AGING

Proposed by: Council on Aging

To determine whether the Town will vote to authorize the continuance of a revolving fund pursuant to Chapter 44, Section 53E ½ of the Massachusetts General Laws for the Council on Aging; and to determine: (1) the programs and purposes for which such revolving fund may be expended; (2) the departmental receipts which may be credited to such revolving fund; (3) the board or officer(s) authorized to expend monies from such fund; and (4) the total amount that may be expended from such fund in Fiscal Year 2001.

FINANCE COMMITTEE COMMENTS: In 1994, the Town established a revolving fund for the Council on Aging. This article authorizes continued use through FY2001 of the fund that is funded by users' fees and permits the Council to provide services at no budgetary costs to the Town.

ARGUMENTS IN FAVOR: This article will permit an additional year of financial management of fees, obtained by the Council on Aging, which provide services to a valued segment of the Town's population.

ARGUMENT OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 44, Section 53E ½. (See Appendix C.)

ARTICLE 11: COMPENSATION FOR ELECTED OFFICIALS

Proposed by: Board of Selectmen *Estimated Cost: $57,866*

To determine whether the Town will vote to fix the salary and compensation of all elected officers of the Town effective July 1, 2000, which salary and compensation are printed below.

SALARY SCHEDULE – ELECTED TOWN OFFICERS

		FY 2000	FY 2001
Town Clerk		48,643.00	52,291.00
Selectmen	(5 @ $100)	500.00	500.00
Assessors	(Chairman)	1,600.00	1,600.00
	(2 @ $1,500)	3,000.00	3,000.00
Board of Health	(5 @ $50)	250.00	250.00
Water Commissioners	(3 @ $75)	225.00	225.00
TOTAL		54,218.00	57,866.00

FINANCE COMMITTEE COMMENTS: The salary of the Town Clerk does not fall within the Personnel Wage and Salary Classification Plan, because it is an elected position. As a result, Town Meeting must approve pay increases for the Town Clerk. Appointed department heads enjoy benefits not available to elected officials, such as automatic step increases, merit increases that recognize performance, and cost of living allowance. The only course of action for the Town Clerk is to place an article in the warrant and a line item in the budget (the article sets the salary, the budget appropriates the dollars) calling for a salary increase. Currently, the salary of the Town Clerk is the lowest of all Department Heads with the exception of the Dog Control Officer.

ARGUMENTS IN FAVOR: The above salaries reflect a fair and in most cases minimal compensation for the duties performed.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 41, Section 108.

ARTICLE 12: PAY PREVIOUS FISCAL YEAR UNPAID BILLS

Proposed by: Finance Committee *Estimated Cost: $12,737.75*

To determine whether the Town will vote to:

(a) pay the following bills of Fiscal Years 1997 and 1999:

Vendor	Invoice Date	FiscalYear	Amount	Board
Kopelman & Paige	8/20/97	1997	$5,265.70	Selectmen
Kopelman & Paige	6/11/99	1999	$2,146.03	Selectmen
Kopelman & Paige	8/27/99	1999	$1,720.60	Selectmen
U.S. Liquids NCW Northeast	5/99	1999	$2,082.17	Septage Committee
West Group	4/99	1999	$1,523.25	Planning Board
TOTAL			$12,737.75	

(b) appropriate the sum of money for the payment of the foregoing bills of prior fiscal years; and

(c) provide for such appropriation by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: Occasionally, bills are not paid at the end of a fiscal year for a number of reasons, including late submission from a vendor or late submission for a Reserve Fund Transfer request to the Finance Committee by a Board or Department. These bills represent funds that have already been appropriated, but have not been paid.

RECOMMENDATION: The Finance Committee recommends approval of items 2-5. The Finance Committee defers recommendation on item 1. Vote: Unanimous.

QUANTUM OF VOTE: Four-fifths – see Massachusetts General Laws Chapter 44, Section 64.

ARTICLE 13: RESCINDING PREVIOUS FUNDED DEBT VOTE

Proposed by: Board of Selectmen

To determine whether the Town will vote to rescind:

a) the $750.00 balance remaining from the borrowing authorized under Article 32 of the 1996 Annual Town Meeting for Water System Capital Improvements; and

b) the $950.00 balance remaining from the borrowing authorized under Article 5 of the 1998 Annual Town Meeting for the Fiscal Year 1999 Omnibus Budget.

ARGUMENTS IN FAVOR: This article reduces authorized but unissued debt.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority.

ARTICLE 14: AMEND ARTICLE 34, 1999 ANNUAL TOWN MEETING, "FUNDING FOR WAYLAND MIDDLE SCHOOL RENOVATIONS AND ADDITIONS"

Proposed by: Finance Committee

To determine whether the Town will vote to amend its vote under Article 34 of the Warrant for the 1999 Annual Town Meeting relative to funding for the Wayland Middle School renovations and addition by adding thereto reference to Chapter 645 of the Acts of 1948.

FINANCE COMMITTEE COMMENTS: This proposed amendment would allow the Town Treasurer the option of selling bonds to fund the Middle School Renovation/Addition that are either level debt or declining debt. Without this amendment, the Town's only bond option would be declining debt.

A level debt bond is similar to a residential mortgage. The gross annual debt payment (principal and interest) is constant. The principal portion increases and the interest portion decreases over the life of the level debt bond.

A declining debt bond features a constant principal payment and a declining interest payment over the bond's 20-year life.

The state aid reimbursement is the same for either debt option.

ARGUMENTS IN FAVOR: Initially, (first nine years) the lower gross annual debt payment incurred by the level debt option results in a lower tax levy than the declining debt alternative. This amendment enhances the options available to the Treasurer when the twenty-year Middle School Renovation/Addition bonds are sold.

ARGUMENTS OPPOSED: A level debt bond incurs more interest expense over the life of the bond. The level debt option requires a higher gross annual debt payment in the final eleven years and will impact the tax levy adversely during this period.

RECOMMENDATION: Finance Committee recommends approval. Vote: Unanimous

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 15: PERSONNEL BY-LAWS AND WAGE AND CLASSIFICATION PLAN

Proposed by: Personnel Board

To determine whether the Town will vote to amend the Code of the Town of Wayland, Chapter 43, PERSONNEL and the Personnel Wage and Salary Classification Plan previously adopted by the Town by making the following additions, deletions, and modifications thereto, and by establishing effective dates for such amendments.

CHAPTER 43 – PERSONNEL

(Note: Added language is underlined, deleted language has a ~~strikethrough~~. Only articles that have been amended are included.)

§43-1 Definitions.

REGULAR ~~PERMANENT~~ EMPLOYEE or REGULAR ~~PERMANENT~~ APPOINTEE:

A. Any employee retained on a continuing basis in a regular ~~permanent~~ position, as defined below.

B. Any employee holding an ~~a permanent~~ appointment under the Civil Service Law to a position deemed permanent within the meaning of said law.

REGULAR ~~PERMANENT~~ PART-TIME POSITION – Any regular ~~permanent~~ position in the town service in which the incumbent works at least 20 hours per week but less than 35 hours per week.

REGULAR ~~PERMANENT~~ POSITION – Any position in the town service which has required or which is likely to require the services of an incumbent without interruption for a period of more than six calendar months, either on a full-time or part-time employment basis.

§ 43-5. Hours of Work.

A. The regular work week for office and clerical employees shall be 35 hours. For Fire Department personnel, it shall be 42 hours. For Police Department personnel, it shall be 37.5 hours. The regular work week for all other town employees shall be 40 hours, unless otherwise provided by union contract.

B. Non-exempt employees, other than members of collective bargaining units, required to work more than eight hours in any day or 40 hours in any week shall be compensated for such overtime at a rate based on one and one-half ~~1½~~ times their regular hourly rates of pay or may with permission of the supervisor take ~~be given~~ time off equal to one and one-half times the amount of overtime. Employees other than members of collective bargaining units, whose regular work week is less than 40 hours shall

receive straight-time pay up to 40 hours per week and time and one-half for all hours worked in excess of 40 hours per week or may with permission of the supervisor take ~~be given~~ time off equal to one and one-half times the amount of overtime. ~~performed.~~

C. Nothing in this section shall apply to administrative and professional employees in the G and S-G Schedules or any other exempt employees under the Fair Labor Standards Act.

§ 43-9. Annual leave.

B. Schedule for earning leave days.

(3) Regular ~~permanent~~ part-time employees will earn days at the same rate, i.e., calculated on the number of days worked, provided that they work at least 20 hours per week.

C. Use of annual leave

(3) All regular ~~permanent~~ part-time employees who work less than the standard full-time hours per week shall ~~for that position~~ receive that portion of leave time based on the average number of hours worked the three months preceding the leave year, and the years of service for determining leave time will be the same as for full-time employees.

§ 43-10. Holidays with pay.

All regular ~~permanent~~ employees in benefit status shall be allowed the following 11 holidays with pay: New Year's Day, Martin Luther King Day, Presidents' Day, Patriots' Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. When one of the foregoing holidays falls on a Sunday, the holiday will be observed on the following Monday. When one of the foregoing holidays falls on a Saturday, the holiday will be observed on the preceding Friday. If a holiday falls on a regularly scheduled day off, or when a regular ~~permanent~~ town employee is scheduled to work on a holiday, he/she shall be given an additional day off with pay or shall receive straight-time pay for the hours actually worked in addition to his/her regular pay.

§ 43-15. Military leave.

An employee called to Reserve or National Guard duty will be compensated for the difference between his/her military pay and his/her regular (base) pay for the training period, not to exceed seventeen days ~~two weeks~~ in any year, upon satisfactory evidence of completion of the training period. Military pay shall be considered to be all pay received for the entire seventeen-day ~~fourteen-day~~ period, including Saturdays and Sundays. Military leave shall not be charged to vacation time.

§ 43-16. Maternity leave.

A. A regular full-time female employee, after having successfully completed her probationary period ~~or, if not on a full-time basis, for at least six consecutive months,~~ shall be granted an eight week maternity leave without pay, for the purpose of giving birth to a child, adopting a child who is under 18 years of age, or adopting a person under the age of 23 who is mentally or physically disabled ~~for a period of time not to exceed eight weeks, provided that such employee gives~~. The employee must give at least two weeks' notice of her anticipated departure date and intention to return to her job ~~work~~.

B. Such employee, provided that she has complied with Subsection A above, shall be entitled at the conclusion of her maternity leave, to return to work at her previous or similar position with the same status she held as of the date her maternity leave commenced, unless other employees with equal length of service and ~~,credit or~~ status in the same or similar positions have been laid off due to changes in economic or operating conditions during the period of her maternity leave.

§ 43-17. Physical examinations.

All new employees are required to have a physical examination completed after an employment offer has been made and prior to beginning work ~~prior to being hired~~ to ensure that they are capable of performing the essential functions of the job with or without a reasonable accommodation. Physical examinations shall be done by a physician designated by the town, at town expense. The town physician is responsible for making recommendations to the Personnel Department ~~appropriate town department head~~ and for maintaining confidential medical records on the individuals. Full-time active employees of the Police and Fire Departments are also required to have annual physical examinations.

§ 43-10. Americans with Disabilities Act.

As of July 1992, all provisions of this chapter must conform to the requirements of the Americans with Disabilities Act (ADA). In keeping with the recommendation of the Report of the House Committee on Education and Labor (Report No. 101-485), the town shall take all action necessary to comply with the Act. ~~not withstanding any discriminatory past practice or provision of this chapter not in compliance with the Act which, if maintained or enforced, would subject both the town and the employee to the penalty provisions of the ADA.~~

§ 43-22. Small Necessities Leave Act

The Personnel Board shall establish a policy consistent with the Small Necessities Leave Act of 1998.

FINANCE COMMITTEE COMMENTS: This article makes changes in the Personnel By-Law of the Code of the Town of Wayland and the Wage and Salary Classification Plan. The proposed by-law changes are not substantive, adding certain clarifying language and

modifying and adding language to comply with recent changes to various statutes. The changes to the Wage and Salary Classification Plan incorporates the upcoming year's wage and salary schedule for non-union employees, and adds two new schedules for Town Pool and Beach non-union employees and Summer Playground non-union seasonal personnel.

ARGUMENTS IN FAVOR: The proposed by-law amendment clarifies existing language and conforms language to statutory requirements. The Wage and Salary Classification Plan allow for systematic increases based on employee evaluations and longevity and provide for reasonable growth with regard to the current economic conditions. Changes to the non-union salary schedules reflect increases comparable to the union negotiated increases. The new schedules are required to support wage and salary classification of personnel for Park and Recreation programs.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 41, Section 108A.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing By-Law amendments are consistent with Massachusetts and federal law.

ADMINISTRATIVE AND PROFESSIONAL
NON-UNION

G-Schedule Effective July 1, 2000 (5% Adjustment)

	1	2	3	4	5	6	7	8
G-1	52,138	53,256	54,372	55,490	56,606	57,722	58,840	59,956
G-2	54,223	55,386	56,548	57,709	58,871	60,032	61,195	62,357
G-3								
G-4	65,590	66,995	68,401	69,806	71,211	72,617	74,022	75,428
G-5	68,212	69,673	71,134	72,596	74,058	75,519	76,980	78,441
G-6	73,460	75,034	76,609	78,183	79,759	81,333	82,907	84,482

	9	10	11	12	13	14	15
G-1	61,073	62,190	63,306	64,423	65,540	66,657	67,781
G-2	63,518	64,680	65,841	67,004	68,166	69,327	70,490
G-3							
G-4	76,833	78,238	79,644	81,049	82,455	83,860	85,266
G-5	79,903	81,365	82,833	84,287	85,749	87,210	88,675
G-6	86,056	87,632	89,206	90,781	92,355	93,929	95,497

NON-ADMINISTRATIVE AND PROFESSIONAL
NON-UNION

Effective July 1, 2000 (5% Adjustment)

	1	2	3	4	5	6	7	8
SG-3	30,893	31,556	32,218	32,879	33,542	34,205	34,867	35,527
SG-4	33,365	34,080	34,795	35,510	36,225	36,939	37,654	38,369

	9	10	11	12	13	14	15
SG-3	36,189	36,851	37,513	38,176	38,838	39,501	40,162
SG-4	39,084	39,799	40,514	41,228	41,943	42,658	43,374

NON-UNION

ADMINISTRATIVE AND PROFESSIONAL

Finance Director	G-5
Police Chief	G-4
Fire Chief	G-4
Water Superintendent	G-2
Park & Recreation Director	G-2
Library Director	G-2
Personnel Director	G-1

NON-ADMINISTRATIVE AND PROFESSIONAL

Administrative Secretary, Selectmen	SG-4
Fee Support Administrator, P & R	SG-4
Outreach Coordinator, COA	SG-3*
Pool Director	SG-3

* part-time

OFFICE STAFF
NON-UNION

Effective July 1, 2000 - 5% adjustment

GRADE	MINIMUM	STEP 1	STEP 2	STEP 3
S-9	24,878	25,928	26,965	28,002
S-10	25,928	26,958	28,089	29,168
S-12	28,133	29,306	30,478	31,650
S-13	29,242	30,460	31,676	32,896
S-14	30,408	31,674	32,941	34,209
S-15	31,590	32,906	34,224	35,540
S-16	32,874	34,244	35,615	36,984
S-17	34,176	35,599	37,023	38,448
S-18	35,583	37,064	38,547	40,030

OFFICE STAFF
NON-UNION

Effective July 1, 2000 - 5% adjustment

	Starting Hourly Rate	Step 1	Step 2	Step 3
Hrly. Sen. Sec. Aide	11.34			
Hrly. Sec. Aide	10.00			
Student Sec. Aide	6.45	7.25	8.06	8.87

POLICE – NON-UNION

Effective July 1, 2000 - 5% adjustment

GRADE	TITLE	STARTING SALARY	STEP 1	STEP 2	STEP 3
P-4	Lieutenant	53,783.00	56,471.60	59,295.40	62,259.79

PUBLIC SAFETY POSITION – NON UNION

Effective July 1, 2000 - 5% Adjustment

TITLE	Rate	Per
Traffic Supervisors	$ 5,881.20	Year
Traffic Supervisor Substitute	$ 33.72	Day
Special Police Matrons	$ 14.99	Hour
Call Firefighters	$ 14.99	Hour
Part-time Custodian	$ 11.95	Hour
JCC Dispatcher	$ 10.65	Hour
Police Intern	$ 7.74	Hour

SEPTAGE – NON-UNION

Effective July 1, 2000 - 5% adjustment

GRADE	TITLE	Starting Salary	Step 1	Step 2	Step 3
Hourly Part-time	Waste Water Facility Monitor	$11.21	$11.79	$12.39	$12.98

INSPECTORS – NON-UNION - BUILDING

Effective July 1, 2000 - 5% Adjustment

	Min.	2	3	4	Max.
Gas & Plumbing Inspector Wiring Inspector Local Building Inspector	$ 16.80	$ 17.64	$ 18.52	$ 19.45	$ 20.42

LIBRARY - NON-UNION - PART-TIME WEEKEND PROFESSIONALS

Effective July 1, 2000 - 5% adjustment

STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9
$ 17.86	$ 18.18	$ 18.50	$ 18.83	$ 19.16	$ 19.48	$ 19.81	$ 20.13	$ 20.46

STEP 10	STEP 11	STEP 12
$ 20.79	$ 21.11	$ 21.44

LIBRARY - NON-UNION - HOURLY CLERKS

Effective July 1, 2000 - 5% adjustment

STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9
$ 11.34	$ 11.59	$ 11.85	$ 12.10	$ 12.33	$ 12.58	$ 12.82	$ 13.07	$ 13.32

STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15
$ 13.57	$ 13.81	$ 14.05	$ 14.31	$ 14.54	$ 14.79

LIBRARY - NON-UNION - PAGES

Effective July 1, 2000 - 5% adjustment

	Year 1	Year 2	Year 3
Library Pages	$6.72	$7.14	$7.52

WAYLAND TOWN POOL and BEACH
NON-UNION

Effective July 1, 1999

Position	1st year	2nd year	3rd year	4th year
Pool Head Lifeguard	$13.00	$13.40	$13.80	$14.20
Secretary	$8.95	$9.25	$9.55	$9.85

Position	0-360 hrs.	361 - 720 hrs.	721-1080 hrs.	1081 + hrs.
Senior Lifeguard	$9.00	$9.30	$9.60	$9.90
Junior Lifeguard	$8.00	$8.25		
Front Desk Clerk	$7.25	$7.50	$7.75	$8.00

Pool Effective July 1, 2000 / Beach Effective May 1, 2000 - 5% adjustment

Position	1st year	2nd year	3rd year	4th year
Pool Head Lifeguard	$13.65	$14.07	$14.49	$14.91
Beach Director	$14.70	$15.12	$15.54	$15.96
Pool Secretary	$9.40	$9.71	$10.03	$10.34
Snack Bar Supervisor	$9.45	$9.73	$10.03	$10.33
Snack Bar I	$8.40	$8.66	$8.91	$9.18
Snack Bar II	$6.30	$6.49	$6.68	$6.88

Position	0-360 hrs.	361 - 720 hrs.	721-1080 hrs.	1081 + hrs.
Beach Head Lifeguard	$9.87	$10.17	$10.47	$10.79
Beach Supervisor	$11.34	$11.68	$12.10	$12.46
Water Safety Instructor	$9.87	$10.17	$10.47	$10.79
Senior Lifeguard	$9.45	$9.77	$10.08	$10.40
Junior Lifeguard	$8.40	$8.66		
Front Desk Clerk	$7.61	$7.88	$8.14	$8.40
Swim Aide	$7.14	$7.35		
Beach Police	$7.14	$7.35	$7.65	$8.10

SUMMER PLAYGROUND
NON-UNION SEASONAL

POSITION	EDUC./QUALIFICATIONS	FY01 1st year	2nd year	3rd year	4th year
Day Program Coordinator	ED Degree, Min 4 yrs. Camp Exp.	$ 17.00	$ 17.51	$ 18.04	$ 18.58
SA Program Director	ED Degree/Camp Exp.	$ 15.00	$ 15.45	$ 15.91	$ 16.39
SA Assistant Director	College Degree	$ 12.50	$ 12.88	$ 13.26	$ 13.66
Lead Teacher	ED Degree	$ 12.50	$ 12.88	$ 13.26	$ 13.66
Assistant Teacher	ED Degree	$ 11.00	$ 11.33	$ 11.67	$ 12.02
SA Senior Counselor	Sr. HS/College	$ 10.00	$ 10.30	$ 10.61	$ 10.93
Counselor	Sr. HS/College	$ 9.00	$ 9.27	$ 9.55	$ 9.83
Junior Counselor	High School	$ 7.00	$ 7.21	$ 7.43	$ 7.65

SA = Summer Adventure Program
New Position

MISCELLANEOUS SEASONAL
NON-UNION

Effective July 1, 2000 - 5% adjustment

	1 year	2 years	3 years	4 years
Conservation Laborer	9.45	10.13	10.81	11.42

ARTICLE 16: EXTEND TERM OF DOG CONTROL BY-LAW STUDY COMMITTEE

Proposed by: Board of Selectmen

To determine whether the Town will vote to extend the term and date to make a report to Town Meeting of the Dog Control By-Law Study Committee from the 2000 Annual Town Meeting to the 2001 Annual Town Meeting.

FINANCE COMMITTEE COMMENTS: During the 1998 Annual Town Meeting, the Town approved an Article to establish a Dog By-Law Study Committee. According to the Article, "the Committee shall be composed of five members appointed by the Board of Selectmen." During the subsequent year, the Selectmen had difficulty in finding volunteers to fill the Committee. The positions have now been filled, and in September of 1999 the Committee held its first meeting. The first public hearing was held on November 30th, only two weeks before the deadline for submitting Warrant Articles. It is the Committee's plan to present its report at the next Annual or Special Town Meeting.

ARGUMENTS IN FAVOR: It is important that the final report from this Committee reflect their best effort. This extension will allow them the additional time that they request.

ARGUMENT OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority.

ARTICLE 17: FINANCE COMMITTEE PUBLIC MEETINGS

Proposed by: Petitioners

To determine whether the Town will vote to amend §19-3 of the Code of the Town of Wayland (General By-Laws), entitled "Finance Committee reports," by inserting after the first sentence, which reads "The Board of Selectmen, after drawing a warrant for a town meeting, shall immediately forward a copy thereof to each member of said Finance Committee, which shall consider all articles in the warrant and make such report, in print or otherwise, to the town meeting as it deems for the best of the town.", the following new sentence:

"In gathering information to prepare its report, if any, relative to an article, the Finance Committee shall meet with the party or parties that proposed the article and concurrently with anyone else who desires to comment thereon, and shall publicly post notice thereof on the Town's principal official bulletin board at least forty-eight hours, including Saturdays but not Sundays and legal holidays, prior to such meeting."

PETITIONERS' COMMENTS: The Finance Committee's process for gathering information about warrant articles effectively excludes the public's participation and impairs the work of town meeting. Information is initially gathered by one FinCom representative, who contacts the article's sponsor (say, a board member) in private and then reports back to the FinCom. The sponsoring board does not ordinarily meet with the FinCom in public to explain its article and answer questions. To compound the problem, the public is given no advance notice as to when the FinCom will discuss the article. So neither the FinCom nor the public hears directly from the sponsoring board before the FinCom prepares its explanatory written comments. This is not a sensible way to conduct the town's business. A much more open process would be for the entire FinCom—not just one member—to meet with the sponsoring party in public.

FINANCE COMMITTEE COMMENTS: The Finance Committee currently has a process for reviewing and reporting on Articles to be included in the Warrant for the Annual Town Meeting. Articles (other than the Town Budgets) are assigned to individual Finance Committee members who take responsibility for researching the subject, discussing the Article with the Petitioner or Town board, and preparing a written report for presentation to the Finance Committee.

During the presentation of the Article, the Finance Committee may request additional information, may make changes to the report, or may approve the report as presented. The Finance Committee then votes its recommendation. During this review and recommendation process, the Finance Committee holds a Petitioners Meeting in which the petitioners have the option of making a presentation to the Finance Committee. Town boards can meet with the Finance Committee by contacting the Chair and scheduling a meeting to discuss their articles.

This Article would amend § 19-3 of the General By-Laws to ensure that the Finance Committee is required to meet with the parties that have proposed the Articles and with others who wish to make public comments thereon. Notice of these meetings will be publicly posted in accordance with the Open Meeting Law.

ARGUMENTS IN FAVOR: It is important that any report presented by the Finance Committee represent the opinions of the petitioners or sponsoring board as well as those who may present opposing views. In addition to having complete information, this information must be accurate. The only way to ensure that all opinions are heard and all relevant information is presented accurately is to hold a public meeting in which all concerned individuals may present their views.

ARGUMENT OPPOSED: The current process is working adequately. Time is made available at Finance Committee meetings for public comment.

RECOMMENDATION: The Finance Committee recommends against approval. Vote: 3-4.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 21.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing proposed By-Law amendment is consistent with Massachusetts and federal law. (See Appendix D for full text.)

ARTICLE 18: NOTICE OF PUBLIC HEARING BY PUBLICATION

Proposed by: Petitioners

To determine whether the Town will vote to amend Chapter 6 of the Code of the Town of Wayland (General By-Laws), entitled "Boards, Commissions and Committees," by adding a new section 6-2 thereto, which shall read as follows:

"Whenever notice of a public hearing is required by law to be given by publication, such notice shall be published in a newspaper whose readership is predominantly domiciled in Wayland."

FINANCE COMMITTEE COMMENTS: Whenever notice of a public hearing is given by publication, it is the practice of Town Boards to put notice in either the Town Crier or the MetroWest Daily News. The Town Crier has a Wayland circulation of approximately 2,600, while the MetroWest Daily News has a Wayland circulation of approximately 600. It is the intention of this article to require all public hearing notices to be published in the Town Crier, which has a greater Wayland readership.

ARGUMENTS IN FAVOR: Notices of public hearings should be posted in the newspaper with the greatest Wayland circulation. Notices of public hearings would reach more residents and there would be one place for interested parties to review legal notices. Since notices can currently be published in either MetroWest Daily News or the weekly Town Crier, residents have to review two publications to ensure that they are informed of public hearings.

ARGUMENT OPPOSED: The Town Crier is published weekly with a Monday deadline for Thursday publication. The MetroWest Daily News is a daily paper requiring a two-business day advance notice for publication of legal notices.

It is the concern of the Planning Board that if the Monday Town Crier deadline were missed, they would be forced to wait one week until they could submit their notice, thus delaying the public hearing process. Currently, if the Town Crier deadline is missed, they can place the legal notice in the MetroWest Daily News and still meet the legal requirements, without causing a significant delay.

RECOMMENDATION: The Finance Committee recommends approval. Vote 5-2.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 21.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing proposed By-Law amendment is consistent with Massachusetts and federal law. (See Appendix E for full text.)

ARTICLE 19: ACCEPT LAW INCREASING REAL ESTATE TAX EXEMPTION AMOUNTS

Proposed by: Board of Assessors and Board of Selectmen *Estimated Cost: $47,102*

To determine whether the Town will vote to accept the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, and allow an additional exemption of up to one hundred percent for Fiscal Year 2001.

FINANCE COMMITTEE COMMENTS: With Town budget growth outpacing income increases for many elderly, it becomes ever more difficult for these residents to remain in their homes. Tax exemption is one way to at least partially offset the widening gap; others include the Tax Workoff and Tax Deferment programs. As of FY99, 133 residents availed themselves of an exemption in four categories: $175 for widow/widower, $437.50 for the blind, $500 for the elderly, and $250 to total taxes for disabled veterans, depending on the disability. The present cost to comply with the 100% increase is $47,102. If the above levels are doubled (the added amount to be paid for by the Town, bringing them up to the maximum level allowed by the Commonwealth), qualifying residents will be able to apply the incremental amount towards future tax increases.

ARGUMENTS IN FAVOR: At an added cost of roughly $10 per home per year, the expanded exemption program will help long-time elderly to remain in their homes. Not only will this program reward residents for what they have contributed to the town over time, it will also serve to lessen growth--in number and cost--of the school population by helping to keep "empty bedrooms empty." By preserving an oral Town history and a valuable resource for Town government, serving this important segment of our population strengthens the "intergenerational fabric" that binds the Town together.

ARGUMENTS OPPOSED: This article will slightly increase the tax burden for those not receiving the exemption.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Section 4 or Chapter 73 of the Acts of 1986.

ARTICLE 20: ACQUIRE SEWER EASEMENT ON PORTION OF MBTA RIGHT-OF-WAY

Proposed by: Wastewater Management District Commission *Estimated Cost: $10,000*

To determine whether the Town will vote to authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, eminent domain, gift, or otherwise, for sewer and wastewater management purposes, an easement in, on, under, over, across, and through all or any part of the parcel of land located on and lying between Boston

Post Road (Route 20) and Route 27 (Old Sudbury Road), Wayland, Massachusetts, shown as "LAND OF MASSACHUSETTS BAY TRANSPORTATION AUTHORITY": containing 170,000 square feet of land, more or less, on a plan entitled "Compiled Plan of Land in Wayland, Mass. Owner: Massachusetts Bay Transportation Authority" , Scale 1" = 60', dated May 26, 1998, by Colonial Surveying, Co., a copy of which plan is in the file in the Office of the Town Clerk; to determine whether the Town will appropriate a sum of money for the acquisition of said easement; and to determine whether such appropriation shall be provided by taxation, transfer from unappropriated funds, by transfer from funds already appropriated for another purpose, by grants received from the Commonwealth or federal government, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: Approximately 1200 feet of the Route 20 WMDC sewer pipe is buried in the MBTA right of way (ROW). Currently, the Town has been granted an annual license by the MBTA that allows this use in the ROW. The annual cost for this license will start at $1500 per year and increase annually in line with the Consumer Price Index.

ARGUMENTS IN FAVOR: Purchasing an easement from the MBTA will eliminate the annual license fee.

ARGUMENTS OPPOSED: The cost of the proposed easement is unknown. Until the cost is determined, it is not possible for Town Meeting to evaluate the merits of purchase versus annual license fee.

RECOMMENDATION: Finance Committee defers its recommendation until Annual Town Meeting pending resolution of cost issues. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40, Section 14 and Chapter 44, Section 7. (See Appendix F, MBTA Map.)

ARTICLE 21: ADDITIONAL APPROPRIATION FOR PUBLIC SAFETY BUILDING PROJECT

Proposed by: Board of Selectmen *Estimated Cost: $0*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Selectmen for the demolition of the existing public safety building, and design and construction of a new public safety building, including furnishings, fixtures, and equipment; related temporary relocation costs; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or the federal government, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: It is anticipated that construction costs of the new Public Safety Building may exceed the appropriation of $5,750,000 approved at the 1998 Annual Town Meeting. This article is to cover the additional cost in that eventuality.

RECOMMENDATION: The Finance Committee defers a recommendation until Annual Town Meeting. Vote: Unanimous

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 22: PRELIMINARY DESIGN PLANS FOR BUILDING IMPROVEMENTS AND RENOVATIONS TO FIRE STATION TWO

Proposed by: Board of Selectmen *Estimated Cost: $15,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Selectmen to complete preliminary design plans for various improvements and renovations for certain municipal programs including but not limited to police, fire, and recreation at Cochituate Fire Station Two; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: Fire Station Number Two, located on Main Street (Route 27) in Cochituate, is in need of general improvements as well as enlargement. This building has not had significant renovation for many years and is becoming increasingly outdated. Enlargement is needed to improve community presence and services in the immediate neighborhood and, possibly, to accommodate programs that are precluded from the new Public Safety Building because of its reduced size. If approved, this article would provide the funds for the architectural study of enlargement feasibility, adequacy of extant mechanical systems, and opportunities for improved space utilization.

ARGUMENTS IN FAVOR: Fire Station Number Two is in need of renovation. Approximately 2,000 square feet of additional space is needed at this site for new and existing programs.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 23: PUBLIC SAFETY BUILDING DESIGN AND LOCATION APPROVAL

Proposed by: Petitioners

To determine whether the Town will vote:

(a) to authorize the renovation of the existing public safety building, including furnishings, fixtures and equipment, and related temporary relocation costs, as well as the use therefor of funds appropriated under Article 22 of the 1998 Annual Town Meeting;

(b) to authorize the construction of a new public safety building at any suitable and lawful location in the Town and the use therefor of funds identified in (a) above;

(c) to prohibit the expenditure of any and all funds appropriated under Article 22 of the 1998 Annual Town Meeting for the demolition of the existing public safety building and for the construction of a new public safety building until such time that the Town shall have voted to approve the final design and location of any new public safety building.

PETITIONERS' COMMENTS: In the 1998 Annual Town Meeting warrant, under Article 22, the Board of Selectmen inserted a drawing entitled "Wayland Public Safety Headquarters Facility." The drawing showed a two-story colonial-style building with a small cupola. Fancier, color renditions were displayed on easels at town meeting. The Finance Committee's comments in 1998 stated that the proposed building, located in the Historic District, "factors in 20 – 30 year growth projections." Most people believed this was the building they were voting for. Just four months later, the Selectmen switched the architect and his colonial design. The public was never consulted. The new building is a harshly contemporary structure with a 60-foot tower, designed for only a 10-year growth projection, at best. As of March 15, the Selectmen have exhausted the entire design budget (more than $200,000) but have never solicited the public's approval.

FINANCE COMMITTEE COMMENTS: This article provides the means for the Town Meeting to discuss and vote on whether the Public Safety Building (PSB) is to be renovated or replaced and, if the latter, where the new building is to be located and whether the current design as proposed by the PSB Committee is to be approved.

ARGUMENTS IN FAVOR: The townspeople of Wayland have not had an opportunity to vote on the acceptability of the proposed architectural design of the Public Safety Building. This article provides that opportunity. It also lets the people consider other alternatives in configuration and location.

ARGUMENTS OPPOSED: The PSB Committee has conducted numerous open planning meetings, brought the building plans before several meetings at which the public spoke, and has responded to a number of critiques from both citizens and boards in developing the final

plans. The review of PSB needs has been ongoing for about six years. Town Meeting has already approved the construction of a new building on the present site, and it is now time to move ahead with construction.

RECOMMENDATION: The Finance Committee recommends against approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 44, Section 20.

ARTICLE 24: ACQUIRE REID PROPERTY, 42 RICH VALLEY ROAD

Proposed by: Conservation Commission *Estimated Cost: $40,000*

To determine whether the Town will vote to (a) authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain, or otherwise, for conservation purposes, the fee or any lesser interest in all or part of the parcel of land located off Rich Valley Road, Wayland, Massachusetts, described in a deed recorded with the Middlesex South Registry of Deeds in Book 26996, page 467, containing 3.94 acres, more or less; (b) appropriate a sum of money to compensate the owner and/or acquire said parcel of land; and (c) provide for said appropriation by taxation, transfer from unappropriated available funds, transfer from funds appropriated for other purposes, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: This property is on the Conservation Commission's Open Space Plan. The parcel contains a small network of trails that neighbors use and is mostly woods and stone walls. The rear portion of the site contains a stream and vegetated wetland. There is almost 400 feet of frontage along the railroad track.

An independent appraisal was completed last year, which values the property at $80,000. The owner is willing to sell the property to the Town for $40,000 and is currently in the process of drafting a purchase and sale agreement. Any agreement between the owner and the Town will be contingent upon the approval by the Town at the Annual Town Meeting.

ARGUMENTS IN FAVOR: This 3.94 acre parcel is on the Conservation Commission's Open Space Plan and acquisition of this parcel will help Wayland further its growth management goals. Acquiring this parcel will provide a buffer along the future rail trail and may provide a resting spot for the trail's users. Although the land is not in immediate danger of being developed due to frontage restrictions, it is possible that a developer could combine this parcel with an adjacent parcel to enable development of the combined parcel.

ARGUMENT OPPOSED: As the lot does not have the required frontage, it is unlikely that any development would take place in the near future. Although this parcel could provide a resting or picnic area for the rail trail, the rail trail is years from completion.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40, Section 14, and Chapter 44, Section 7. (See Appendix G for map.)

ARTICLE 25: ACQUISITION OF PROPERTY LOCATED AT 265 CONCORD ROAD (LOTS 20 AND 20A)

Proposed by: Petitioners *Estimated Cost: $342,000*

To determine whether the Town will vote to

a) authorize the Board of Selectman with the approval of Town Counsel to acquire by purchase for Conservation, the land thereon known and numbered at 265 Concord Road (Lots 20 & 20A) Wayland, MA containing 10+ acres more or less, and recorded with the Middlesex South Registry of Deeds in Book 15949, page 00429;

b) appropriate a sum of money to compensate the owner(s) of said land for the acquisition and to determine whether said appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

PETITIONERS' COMMENTS: The acquisition of this property will permanently preserve ten plus acres of open fields and wetlands, which is contiguous with other preserved open space. The large size and interconnection of natural areas, which includes a brook and intermittent stream, are important for vegetation and wildlife habitat. The trend of rapidly diminishing habitat is a threat to the population of birds. The diversity of bird species has decreased with the decline of fields and pastures that were once common in Wayland. There is direct access to the acreage from the Town sidewalk. The high visibility location of this property is a scenic resource for the citizens of Wayland to enjoy.

FINANCE COMMITTEE COMMENTS: The property in question is the last lot of a development in this location and is comprised of approximately 10 acres. The owner has not been able to satisfy the special permit requirements and has appealed the decision. The entire property (including those where houses currently exist) was at one time on the Open Space Advisory Committee's list of properties to attempt to acquire but was removed when the current houses were built. The property is considered important for protection as a natural resource but not necessarily as an accessible piece of land for residents since it can be quite wet.

The current residents are concerned about the development of this last piece of land because of the potential impact of water runoff from a mounded septic system and a mounded building structure on adjacent properties. In addition, sight lines on the potential curb cut would create

a potential safety issue. The Highway Department has denied a curb cut permit for this access point due to a number of safety concerns.

ARGUMENTS IN FAVOR: Purchase of the land will permanently preserve the property and further protect the natural resources in the area. Although access can be difficult at times, it will provide enjoyment to its visitors. Vegetation and wildlife habitats might be disturbed if this last lot is developed. Although current permits have been denied and the case has been appealed there is a reasonable likelihood that the case would prevail at some time in the future. Purchase of the land would prevent this. If developed it is quite likely that a mounded septic system and building would be required resulting in potential water runoff impacts on the existing properties.

ARGUMENTS OPPOSED: This property is not as easily useable by the Town since it can be wet and not accessible. The potential price is high relative to other properties that have been purchased that have more accessibility and usability by the residents of the Town. Proper design and planning should eliminate the concerns of the residents. If the developer does not prevail with the appeal, the value will be diminished at which time the Town could reevaluate the request. If the case does prevail, the Town could reconsider the request.

RECOMMENDATION: The Finance Committee recommends against approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40, Section 14, and Chapter 44, Section 7. (See Appendix H for map.)

ARTICLE 26: STORMWATER DRAINAGE IMPROVEMENT TO 20 RED BARN ROAD

Proposed by: Board of Road Commissioners *Estimated Cost: $75,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Road Commissioners for the design and construction of drainage improvement to the stormwater drainage system outfall located at 20 Red Barn Road, Wayland, Massachusetts; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or the federal government, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: The existing stormwater drainage outfall located at the Town-owned easement between 20 and 22 Red Barn Road is causing severe damage to private property. Extensive reconstruction will be necessary in order to redirect the flow of stormwater at this location. If approved, this article would provide funds for professional evaluation, design, and construction.

ARGUMENTS IN FAVOR: This Town-installed and owned drainage outfall is damaging private property and should be corrected.

ARGUMENTS OPPOSED: Lower cost alternatives should be found. The cost should be shared with the benefiting property owner.

RECOMMENDATION: The Finance Committee defers its recommendation until ATM. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 27: EVALUATION AND MANAGEMENT OF TOWN BODIES OF WATER

Proposed by: Board of Selectmen and Surface Water Quality Committee *Estimated Cost: $26,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Surface Water Quality Committee for: (1) professional evaluation of Mill Pond with regard to invasive weeds, odor due to eutrofication, and for duckweed removal; (2) professional consultation for remediation of Heard's Pond's invasive weed populations; and (3) on-going monitoring and spot treatment for continued management of Eurasion Watermilfoil in Dudley Pond; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or the federal government, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: This article seeks funds to evaluate, monitor, and treat certain bodies of water in Wayland. Unlike last year, there will be no matching grant available from the Commonwealth.

ARGUMENTS IN FAVOR: Invasive weeds are a growing threat to the recreational and scenic enjoyment of various ponds in Wayland. Professional help is needed to address these problems. It is estimated that the Pond Evaluation Article monies will be spent as follows:

Mill Pond evaluation and/or duckweed removal	$ 7,500
Heard's Pond evaluation	$ 7,500
Dudley Pond milfoil evaluation and spot treatment	$ 11,000

ARGUMENTS OPPOSED: The treatments are only temporary solutions to the invasive weed problem.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 28: ADD A GENERAL BY-LAW REGULATING THE BOARD OF ASSESSORS

Proposed by: Board of Selectmen

To determine whether the Town will vote to amend the Code of the Town of Wayland by adding thereto a new Section, Section 19-7, Board of Assessors, as follows:

Section 19-7.

101.1 Annual Report. The Board of Assessors shall:

101.11 Make an annual report describing market trends and make this easily available to the public by submitting it to the local newspapers, having it posted on the Town's Internet website, and providing copies at the Town Library. The report shall describe the real estate trends in Wayland and the semi-annual increase of decrease in the average sale price of residential properties, for each six month period within the most recent two years;

101.12 Prepare, as part of the annual Town "Hear Reports," and the Annual Town Report a report for the previous six calendar years that provides:

(a) The number of annual abatement requests filed with the Board of Assessors;
(b) The annual number of abatements granted by the Board of Assessors;
(c) The annual average value of the abatements granted by the Board of Assessors;
(d) The number of annual abatement requests filed by Wayland property owners at the Appellate Tax Board with respect to Wayland properties;
(e) A list by property of the dollar changes in each assessment granted as a result of Appellate Tax Board decisions; and

101.13 Prepare, as part of the annual Town "Hear Reports," and the Annual Town Report a report for the previous calendar year that states the number of residential properties that were due for inspection, the number of properties actually inspected, the number of properties for which an internal inspection of the dwelling was conducted, the number of residential properties sold, the number of sold properties for which an internal inspection was conducted, the number of properties inspected in response to a grant of a building permit, and any other criteria requested by the Executive Secretary that will provide guidance to the Town as to effectiveness of the assessment process.

101.2 Quarterly Reports. The Board of Assessors shall prepare and provide to the Board of Selectmen quarterly reports detailing the progress in implementing the Recommendations of the Assessment and Valuation Study Committee contained in Article 27 of the Warrant for the 1999 Annual Town Meeting and shall submit these reports to the Executive Secretary for posting on the Town's Internet website.

101.3 Public Hearing. The Board of Assessors shall hold a public hearing annually to listen to taxpayer concerns and questions regarding the assessment process and the services provided by the Assessors' Office. The Board of Assessors shall ensure that adequate time is provided for the hearing and that the agenda is set so that a hearing occurs where citizens are given a reasonable amount of time to voice their concerns.

101.4 Increased Valuation Information. The Board of Assessors shall include with the first notice of actual tax bill a separate written explanation of the basis for increased valuation for every property for which the assessed valuation has increased by ten percent (10%) or more over the assessed valuation of the prior fiscal year.

FINANCE COMMITTEE COMMENTS: Article 27 of the 1999 Annual Town Meeting presented recommendations for improving the real estate assessment process. This article, which passed, had four sections. Sections I and II were non-binding resolutions, Section III contained communication-oriented binding resolutions, and Section IV concerned funding authorization.

The proposed article was not ready for Finance Committee review sufficiently in advance of the Warrant going to print. However, the Finance Committee has been told that this article seeks to correct flaws in the 1999 article that resulted in the binding resolutions not being implemented. On the assumption that this understanding is correct, the Finance Committee notes the following arguments in favor and opposed.

ARGUMENTS IN FAVOR: The controversy arising from recent revaluation efforts indicates at minimum a communication problem between the Board of Assessors and the Town. The detailed report of the AVSC recommends a number of reasonable, well-defined, substantive steps that the Board take to improve the assessment procedure and communication with taxpayers.

ARGUMENTS OPPOSED: The qualitative nature of the proposed changes is such that successful completion will not easily be measurable. In large part, these actions are already being taken by the Board of Assessors. To fully comply with the elements of this article would require additional staffing, according to the Board of Assessors.

RECOMMENDATION: The Finance Committee defers recommendation.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 21.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing proposed By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 29: AMEND ZONING BY-LAWS RE: ARTICLE 8 DIMENSION AND USE TABLES

Proposed by: Planning Board

To determine whether the Town will vote to amend Chapter 198-802 (Zoning) of the Code of the Town of Wayland, by inserting the word "Principal" on each of the Table of Permitted Uses by Districts, such that it reads as follows:

Table of Permitted Principal Uses by Districts.

FINANCE COMMITTEE COMMENTS: The article amends Article 8 of the Zoning By-laws by adding the clarifying word Principal to the Table.

ARGUMENTS IN FAVOR: Provides clarifying language to ensure that uses included in the table refer only to principal uses and not accessory or secondary uses.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing proposed Zoning By-Law amendment is consistent with Massachusetts and federal law, except insofar as it includes "public schools" among town uses for which site plan approval is required in the Zoning By-Laws Table of Permitted Uses by District. The Massachusetts appellate courts have ruled that non-profit educational uses may not be subject to site plan review and approval.

ARTICLE 30: AMEND ZONING BY-LAWS RE: ARTICLE 4 NONCONFORMING STRUCTURES AND USES[2]

Proposed by: Planning Board

To determine whether the Town will vote to amend the Code of the Town of Wayland, Chapter 198, Zoning, Article 4, Nonconforming Structures and Uses, by making the deletions (indicated in ~~strikethrough lettering~~) and insertions (indicated in underlined lettering) indicated in the following paragraph:

ARTICLE 4
Nonconforming Structures and Uses[2]

§198-401.1.3.2. Such alteration, reconstruction, extension or structural change shall not exceed 20% of the gross floor area in existence on the date this paragraph first becomes effective. ~~For the purposes of this paragraph~~ Open decks and accessory structures less than 175 square feet shall be permitted as a matter of right and shall not be included in any floor area calculation. [Amended 5-5-1999 STM by Art. 11]

FINANCE COMMITTEE COMMENTS: The article proposes to modify Article 4, Nonconforming Structures and Uses, by allowing accessory structures of less than 200 square feet to be altered or reconstructed as a matter of right. The article also proposes that the reconstruction and repair of a nonconforming structure damaged by fire, explosion or natural causes must be completed within thirty-six (36) months of said damage or destruction. In addition, the amendment proposes that the Zoning Board of Appeals may allow an extension.

ARGUMENTS IN FAVOR: These changes add more clarity and definition to the article by including accessory structures of less than 200 square feet, which was not addressed in the existing by-law. In addition, the amendment adds a specified time period for reconstructing damaged nonconforming structures, and an extension period to be granted by the ZBA, where the current by-law does not include any time periods, although by practice has been generally two years.

ARGUMENTS OPPOSED: It could be argued that 36 months is not the proper time period for reconstruction.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing Zoning By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 31: CLARIFY "TOWN USES" IN ZONING BY-LAW

Proposed by: Planning Board and Petitioners

To determine whether the Town will vote to amend Chapter 198 (Zoning) of the Code of the Town of Wayland, by replacing in §198-803.3 the words "Town use: Town of Wayland facility." with the words "Town use: any Town of Wayland facility, except in single residence districts, where such a facility is restricted to fire stations, police stations, public schools, public libraries, parks, water supply reservations, and soldiers' and sailors' memorial buildings."

FINANCE COMMITTEE COMMENTS: Over the last three years, a series of Planning Board proposed changes to the Zoning Bylaw have been approved at Town Meetings. One of the substantive changes was to incorporate into the Zoning Bylaw the Dimension and Use

Tables that had previously been provided as reference only. STM Article 9 of the 1999 ATM continued this process by deleting all text that duplicated provisions in the Table of Dimensional Requirements, the Table of Permitted Uses, and the Table of Permitted Accessory Uses.

An unintended consequence of STM Article 9 was to delete text that listed specific Public Building permitted uses in a Single Residence District and substituted the phrase "Town use: Town of Wayland facility." This Article seeks to define the phrase "Town uses" to mean fire stations, police stations, public schools, public libraries, parks, water supply reservations, and soldier' and sailors memorial buildings. With the exception of "police stations," the definition lists the public facilities that were permitted in a Single Residence District prior to the approval of STM Article 9.

ARGUMENTS IN FAVOR: The proposed detailed definition of "Town uses" corrects an oversight caused by the deletion of text describing permitted uses in a Single Residence District. Narrowly defining "Town uses" protects abutters from inappropriate sitings of certain Town Facilities such as: landfills, wastewater treatment plants and highway garages.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: Finance Committee recommends approval. Vote: Unanimous

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing proposed Zoning By-Law amendment is consistent with Massachusetts and federal law, except insofar as it includes "public schools" among town uses for which site plan approval is required in the Zoning By-Laws Table of Permitted Uses by District. The Massachusetts appellate courts have ruled that non-profit educational uses may not be subject to site plan review and approval.

ARTICLE 32: AMEND ZONING BY-LAWS RE: ARTICLE 1 GENERAL PROVISIONS

Proposed by: Planning Board

To determine whether the Town will vote to amend Chapter 198 (Zoning) of the Code of the Town of Wayland, by making the insertions (indicated in <u>underlined lettering</u>) indicated in the following paragraph:

§198-104. Definitions

BUILDING ENVELOPE –The three-dimensional space within which a structure is permitted to be built on a lot and which is defined by regulations governing building setbacks, maximum height, and bulk, by other regulations; and/or any combination thereof.

FRONTAGE – The linear extent of the front of a lot measured along the street lot line of the right-of-way from the intersection of one side lot line to the intersection of the other lot line of the same lot along the same right-of-way. Noncontiguous frontage shall not be considered with regard to meeting frontage requirements. A building lot that is located on more than one street shall meet the frontage requirement on one such street. [Added 5-5-1999 STM by Art. 11]

FINANCE COMMITTEE COMMENTS: The proposed article makes changes to definitions to Article 1 of the Zoning By-Laws by adding the definition of Building Envelope. In addition, it clarifies that non-contiguous frontage shall not be considered with regard to meeting frontage requirements and further that a building lot located on more than one street shall meet frontage requirements on one such street.

ARGUMENTS IN FAVOR: The changes reflect changes requested by the Town Zoning Enforcement Official (Building Commissioner) to make the By-Laws consistent with the Building Code and with the Inspector's interpretation of the Building Code.

ARGUMENTS OPPOSED: The clarification that non-contiguous frontage may not be considered for meeting frontage requirements may be viewed as restrictive.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing Zoning By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 33: AMEND ZONING BY-LAWS RE: ARTICLE 15 WIRELESS COMMUNICATIONS SERVICES DISTRICT

Proposed by: Planning Board

To determine whether the Town will vote to amend Article 15 Wireless Communications Services District of Chapter 198 (Zoning) of the Code of the Town of Wayland, by making the deletions (indicated in ~~strikethrough lettering~~) and insertions (indicated in underlined lettering) indicated in the following paragraph:

§198-1502.1. The Wireless Communications Services District shall be located on land owned by the Town of Wayland known as the "old landfill site" (as shown in the Atlas of the Town

of Wayland, Massachusetts, 1996, on Plates 22 and 23, Parcels 22-001 and 22-002), and part of the land known as the "new landfill site" (as shown in the Atlas of the Town of Wayland, Massachusetts 1996, on Plates 17, 21 and 22, inclusive, that part of Parcels 17-018 that is south of a continuation of the parcel line that extends northeasterly from the point of the intersection of parcel lines for Parcels 21-010A, ~~21-012A, 21-012B, 21-012C, 21-012D, 21-012E, 21-012F, 21-012G~~, 21-012F, 22-004, and 17-018 to meet the northeast parcel line of Parcel 17-018, Parcels 21-010A, 22-003, 22-004, 22-006, and 22-007);

and by amending the Wireless Communications Services District on the Zoning Map referenced in said Article by deleting those parcels no longer included in the District according to the above amendments.

FINANCE COMMITTEE COMMENTS: When the Zoning By-laws were amended to include the current and old landfills on the West end of Town on Route 20, the former DiCarlo property was inadvertently included as being an allowable site for a wireless facility. At least one residence is therefore within 900 feet of a possible wireless antenna site. At a recent Town Meeting, a minimum of 900 feet was set as the distance between wireless facilities and certain types of structures including residences. Passage of this article would remove the former DiCarlo property as a possible site for a wireless facility.

ARGUMENTS IN FAVOR: Approval of this article will eliminate an inconsistency in the current Zoning By-Law that might possibly allow placement of a wireless facility within 900 feet of a residence.

ARGUMENTS OPPOSED: Approval of this article will unfairly limit the ability of wireless communication companies to site the facilities that they require to do business.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing Zoning By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 34: AMEND ZONING BY-LAWS RE: HOME OCCUPATION

Proposed by: Planning Board

To determine whether the Town will vote to amend Chapter 198 (Zoning) of the Code of the Town of Wayland by making the deletions (indicated in ~~strikethrough lettering~~) and insertions (indicated in underlined lettering) indicated in the following paragraph:

ARTICLE 1
General Provisions

Definitions

104.2 HOME OCCUPATION – Any activity customarily carried out for gain by a resident, conducted as an accessory use in the resident's dwelling unit or an accessory structure. Said occupations to include but not necessarily limited to the following: sale of antiques; dressmaking, sewing and tailoring; letting of rooms; telephone solicitation work; tutoring; home crafts; studio for artist or craftsman; office for doctor, dentist, attorney, real estate agent, insurance agent, accountant, stock broker, engineer, architect, landscape architect, musician, writer, data programmer, or sales representative; and trades person, such as electrician, plumber, or carpenter. Where customary home occupations are permitted by the Table of Accessory Uses §198-804, no dwelling or accessory structure so used shall be reconstructed or enlarged for such purposes unless specifically permitted under the provisions of §198-203.

ARTICLE 8
Dimension and Use Tables

§198-805. Classification of accessory uses.

~~Customary~~ Home Occupation: see §198-104 of this Zoning By-Law. ~~A customary home occupation, such as dressmaking, millinery, the letting of rooms or sale of antiques, conducted by a resident owner, provided that there is no display or advertising visible from the outside, except for an announcement card or sign of not more than two square feet in area; no dwelling so used shall be reconstructed or enlarged unless specifically permitted by a special permit under the provisions of §198-203.~~

~~In-home office: see §198-901.1.2 of this Zoning By-Law.~~

Trade shop: see Table of Permitted Principal Uses by Districts[8] for definition; a trade shop may be located in an accessory building on residential premises on the condition that no manufacturing or business requiring continuous employment shall be carried on therein.

ARTICLE 9
Single Residence District

§198-901. Permitted uses

~~901.1.1. Where customary home occupations are permitted by the Table of Accessory Uses §198-804, no dwelling so used shall be reconstructed or enlarged for such purposes unless specifically permitted under the provisions of §198-203.~~ [Amended 5-4-1994 ATM by Art. 23; 5-5-1999 STM by Art. 9]

~~901.1.2.~~ 901.1.1. [Amended 5-4-1994 ATM by Art. 23] ~~An in-home office~~ A home occupation of a resident owner, or a resident tenant with the owner's permission, shall be permitted as a matter of right in those zoning districts specifically referenced in the Table of Accessory Uses §198-804, provided that all of the following conditions are met:

~~901.1.2.1.~~ 901.1.1.1. The ~~office~~ home occupation occupies not more than one room;

~~901.1.2.2.~~ 901.1.1.2. There are no employees;

~~901.1.2.3.~~ 901.1.1.3. No business is conducted on the premises with any client or customer physically present;

~~901.1.2.4.~~ 901.1.1.4. There are no signs or other external evidence of the office; and

~~901.1.2.5.~~ 901.1.1.5. ~~There is no production of offensive noise, vibration, smoke, dust or other particulate matter, heat, humidity, glare or other objectionable effects.~~ No hazard or nuisance, including but not limited to offensive noise, vibrations, smoke, dust or other particulate matter, odors, heat, glare, humidity, and noxious fumes, shall be created to any greater or more frequent extent than would normally be expected in the neighborhood under normal circumstances wherein no home occupation exists.

901.1.2. A home occupation of a resident owner, or a resident tenant with the owner's permission, may be permitted by issuance of a Special Permit from the Zoning Board of Appeals in those zoning districts specifically referenced in the Table of Accessory Uses §198-804, provided that all of the following conditions are met:

901.1.2.1 The use of the dwelling unit, or where permitted, an accessory structure, by the resident for business is incidental and subordinate to its use for residential purposes and occupies no more than twenty-five (25) percent of the gross floor area or 500 square feet, whichever is less, within the dwelling unit on the premises;

No more than one (1) nonresident employee shall be permitted on site;

901.1.2.3 There is no change in the outside appearance of the building or premises or any visible or audible evidence detectable from the property line of the conduct of such business except that one (1) sign not larger than two (2) square feet in area bearing only the name of the practitioner and occupation shall be permitted (words only). The sign shall be flush-mounted to the dwelling unit and shall not be illuminated;

901.1.2.4 Traffic, including traffic by commercial delivery vehicles, shall not be generated in greater volumes than would normally be anticipated in a residential neighborhood;

901.1.2.5 No hazard or nuisance, including but not limited to offensive noise, smoke, dust, odors, heat, glare, noxious fumes or vibrations, shall be created to any greater or more frequent extent than would normally be expected in the neighborhood under normal circumstances wherein no home occupation exists;

901.1.26 There shall be no display of goods or outside storage of goods or equipment;

901.1.2.7 Parking for the home occupation and dwelling(s) shall be met on-site.

Amend Table of Permitted Accessory Uses by District by making the following deletions and additions.

Delete Accessory Uses category title "Customary home occupation" and replace with "Home occupation (§198-901.1.2)".

Delete Accessory Uses category title "In-home office" and replace with "Home occupation (§198-901.1.1)".

Delete entire row for Accessory Uses categories "Office" and "Trade Shop".

FINANCE COMMITTEE COMMENTS: The article proposes to consolidate three definitions, "Customary Home Occupation," "In-home Office" and "Trade Shop," into one new definition, "Home Occupation."

ARGUMENTS IN FAVOR: The article adds clarity and simplifies the various definitions and provisions that generally deal with home occupations. The changes remove inconsistencies and provides uniform criteria for uses that require a special permit and those that do not.

ARGUMENTS OPPOSED: The new definition "Home Occupation" is generally more specific as to the home occupation activities than the definitions that it replaces. The new definition may result in the need for more special permits to permit activities that previously would have been generally considered permitted as a right.

RECOMMENDATION: The Finance Committee deferred voting on article pending additional information not available prior to printing of the warrant.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing Zoning By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 35: AMEND ZONING BY-LAWS RE: ARTICLE 3 ESTABLISHMENT OF DISTRICTS

Proposed by: Planning Board

To determine whether the Town will vote to amend Articles 3 and 7 of Chapter 198 (Zoning) of the Code of the Town of Wayland, by making the deletions (indicated in ~~strikethrough lettering~~) and insertions (indicated in underlined lettering) indicated in the following paragraphs:

ARTICLE 3
Establishment of Districts

§198-301 Designation

301.1.1 Single Residence Districts [Amended 3-12-1973 ATM by Art. 15] - For the purposes of §198-705.1. and §198-705.2. of Article 7 of this Zoning By-Law, the Single Residence District shown on the map referred to in §198-301 herein is hereby divided into four types of zones designated as follows, all as shown, defined and bounded on a second map accompanying this Zoning By-Law entitled "Town of Wayland, Amendment to Zoning Map 1934, March 1939," dated and approved February 27, 1939, by the Wayland Planning Board, as revised March 13, 1939, by said Board and on file with the Town Clerk, and said second map and the Explanatory matter thereon, as so revised, are hereby made a part of this Zoning By-Law:

301.1.1.1. Residence Zone 20,000 square feet – 120 feet Front.

Residence Zone 30,000 square feet – 150 feet Front.

Residence Zone 40,000 square feet – 180 feet Front.

Residence Zone 60,000 square feet – 210 feet Front.

ARTICLE 7
Area, Yard and Bulk Regulations

~~§198-705.1.1. For the purposes of this §198-705.1.1. and for the purposes of §198-705.2. of this article, the Single Residence District shown on the map referred to in §198-301 herein is hereby divided into four types of zones designated as follows, all as shown, defined and bounded on a second map accompanying this Zoning By-Law entitled "Town of Wayland, Amendment to Zoning Map 1934, March 1939," dated and approved February 27, 1939, by the Wayland Planning Board, as revised March 13, 1939, by said Board and on file with the Town Clerk, and said second map and the Explanatory matter thereon, as so revised, are hereby made a part of this Zoning By-Law:~~

~~Residence Zone 20,000 square feet – 120 feet Front.~~

~~Residence Zone 30,000 square feet – 150 feet Front.~~

~~Residence Zone 40,000 square feet – 180 feet Front.~~

~~Residence Zone 60,000 square feet – 210 feet Front.~~

~~§198-705.1.3. Lot.~~ [Amended 5-7-1997 ATM by Art. 39; 5-5-1999 STM by Art. 9; 5-5-1999 STM by Art. 11]

~~§198-705.1.4. Lot.~~ [Amended 5-7-1997 ATM by Art. 39; 5-5-1999 STM by Art. 9; 5-5-1999 STM by Art. 11]

~~§198-705.1.5. Lot.~~ [Amended 5-7-1997 ATM by Art. 39; 5-5-1999 STM by Art. 9; 5-5-1999 STM by Art. 11]

FINANCE COMMITTEE COMMENTS: The article proposes to put the establishment of residential districts in Article 3 instead of Article 7, Area, Yard and Bulk Regulations. At the 1999 Town Meeting, the Town approved the establishment of these Residential Districts as part of Article 7. The Planning Board believes these districts belong in Article 3, which deals with the establishment of districts.

ARGUMENTS IN FAVOR: The amendment is a more logical placement for the establishment of these residential districts, as Article 3 now includes all designations of districts.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing Zoning By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 36: FUND CONTINUATION OF MASTER PLAN FOR WAYLAND TOWN CENTER AND OTHER PLANNING STUDIES

Proposed by: Planning Board *Cost: $25,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Planning Board to engage the services of a consultant or consultants for the purposes of continuing the design and implementation of a master plan for Wayland Town Center and other planning studies as determined by the Planning Board; and to determine whether such appropriation shall be provided by taxation, transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, by gift, by grant, or otherwise.

FINANCE COMMITTEE COMMENTS: This article proposes that the Town appropriate $25,000 for the continuation of the design and implementation of a master plan for the Wayland Town Center. The funds will be used to engage the services of consultants, including consulting on wetlands considerations, for the planning of municipal parking and a pedestrian plan, including its integration into the whole Town Center plan.

ARGUMENTS IN FAVOR: The overall master plan for the Wayland Town Center is a long-term plan that includes the development of parking improvements in the commercial districts; creation of new, or improvement of existing, pedestrian and vehicular connections between municipal, historical and commercial buildings; and the development of the residential portion of the former Raytheon site. The improvements anticipated in the master plan would greatly improve the quality and aesthetics of the Town Center, providing for improvements to and better integration of pedestrian and vehicular access. The proposed funds are needed to plan the parking and pedestrian ways.

ARGUMENTS OPPOSED: The arguments opposed relate to the cost, the future cost required to finish the planning, and the unknown cost of implementing the improvements to the Town Center. The proposed funds are part of the funding for the planning, which include $32,000 approved at the 1999 Special Town Meeting, and will probably require additional funding of a similar amount in next year's Town Meeting. In addition, funding, not determined at this time, will be required for the implementation and construction of parking and pedestrian ways and other improvements recommended in the master plan.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 37: ACQUIRE PORTION OF FORMER RAYTHEON PARCEL

Proposed by: Board of Selectmen and Town Center Committee *Cost: $1,325,000*

To determine whether the Town will vote to authorize the Board of Selectmen, with the approval of Town Counsel as to form, to acquire by purchase, eminent domain, gift, or otherwise, for purposes including municipal and/or school, highway (road and pedestrian/bikepaths), passive and active recreation, conservation, open space, public health, low and moderate income housing, affordable housing, human services, or public safety, the fee or any lesser interest in all or any part of the land, with the improvements thereon, located on Route 27 (Old Sudbury Road), Wayland, Massachusetts, shown as the residentially zoned portion of the former CNA/Raytheon property containing 34.1 acres of land, more or less, on a plan entitled "Compiled Plan of Land in Wayland Massachusetts Prepared for the CNA/Raytheon Committee," Scale 1" = 100', dated March 20, 1998, by the Town of Wayland Surveyor's Office, a copy of which plan is on file in the Office of the Town Clerk; and to establish a nine-member committee to oversee the housing component, seven appointed by the Board of Selectmen and two appointed by the Finance Committee; and to determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Selectmen for the acquisition of said land or interest therein, including related legal expenses and site analyses and tests; and to determine whether such appropriation shall be provided by taxation, transfer from unappropriated funds, by transfer from funds already appropriated for another purpose, by funds received as grants from the Commonwealth or the federal government, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: If approved, this article would allow the Town to acquire the residentially zoned land that was formerly a portion of the Raytheon property. This article does not specify the subsequent use of the property, but the plan is to use the northern portion for conservation land (currently on the Open Space and Recreation plan); use the central portion for a nonprofit development of moderate-income units for Wayland seniors; and keep the southern portion as public land, possibly for "town center" purposes. As planned, the central portion of land would be given to a nonprofit corporation, the nonprofit corporation would develop the moderate-income housing and possibly low-income housing, and the Town would be partially repaid for the land over a period of time.

ARGUMENTS IN FAVOR: This portion of the former Raytheon property is ideally located for senior citizen housing. If approved, this Article would allow the Board of Selectmen to negotiate its purchase. Its purchase would permit the Town to control the development and to create affordable housing needed by many of our senior citizens and, possibly, affordable housing for low-income families. It will also add to the Town's acreage of conservation land, connect to Sudbury Valley Trustees and US Fish and Wildlife lands, and permit interconnections between the Bay Circuit trail and the proposed rail trail. Its ultimate cost to the Town will be reduced by the partial reimbursements, and although the nonprofit corporation will be exempt from taxes, the plan envisions that payments in-lieu-of-taxes will be made in perpetuity.

ARGUMENTS OPPOSED: The present owner values this property much higher than recent appraisals, which could result in costly litigation and settlements following an eminent domain taking. At least three separate environmental incidents have been reported at this site but are not yet addressed and resolved. The addition of 50 to 60 housing units has the potential of adding significant burden to the school system. The combined cost of the purchase and lost taxes is expected to be substantial.

RECOMMENDATION: The Finance Committee recommends against approval. Vote: 4 to 2 with 1 Abstention.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40, Section 14 and Chapter 44, Section 7. (See Appendix I for map.)

ARTICLE 38: AMEND AQUIFER PROTECTION DISTRICT SECTION 198-302.1.5. OF THE ZONING BY-LAW

Proposed by: Planning Board and Conservation Commission

To determine whether the Town will vote to amend Section 198-302.1.5 of the Code of the Town of Wayland by deleting the words "Proposed Aquifer Protection District, Wayland Engineering Department, February 1, 1989" and substituting therefor the words "Existing and Proposed Aquifer Protection District, Wayland Town Surveyor's Office, April 18, 1993; by adding the following words to the last sentence in said Section 198-302.1.5: "and also a report on file with the Town Clerk entitled "Report on Conceptual Zone II Study of the Baldwin Pond Wellfield," March 1994, by Anderson-Nichols & Company, Inc., Consulting Engineers, Boston, MA;" and by adding to Section 198-1603 therefor the following new subsection: "Section 1603.3. Exemptions. The provisions of this Section shall not apply to properties on which there existed a use and/or structure and/or impervious surface(s) which were rendered nonconforming with the provisions of this Section by the adoption of an amendment to Section 198-302.1.5 of the Code of the Town of Wayland at the 2000 Annual Town Meeting which enlarged the District for a period of eighteen months after the effective date of said amendment.

FINANCE COMMITTEE COMMENTS: The present aquifer protection District was established in 1989. The "Report on Conceptual Zone II Study of the Baldwin Pond Wellfield" by Anderson-Nichols & Company, Inc., Consulting Engineers, Boston, MA, proposed an extension of Zone II of the Baldwin Wells southward along the Sudbury River to Pine Brook and eastward to Mill Brook. The attached sketch map shows the proposed new area. In a letter dated February 13, 1995, the Massachusetts Department of Environmental Protection approved the new delineation and strongly recommended that the Town "implement zoning and non-zoning controls to protect the Zone II area as described in 310 CMR 22.2(2)." This article will implement the recommendations of the report and put further controls on the area. This new area will now include the site of the Public Safety Building, the rest of the Raytheon property along Rt. 27, and the entire town center.

By having the Town center come under the aquifer protection by-laws, there will be prohibited activities and any new development would require a special permit. Existing businesses will be allowed to continue as they are but could not expand or change their use without a special permit. If a business was destroyed in some way (i.e. fire) it would be allowed to rebuild to its previous size.

By having the Raytheon property on Rt. 27 totally within an aquifer protection district it would require a more rigorous process for development. It would also make the comprehensive permit process more difficult since such permits are less likely to succeed when conservation issues are involved.

Relative to the Public Safety Building land, passage of this would require any major changes of the footprint to secure a special permit.

ARGUMENTS IN FAVOR: Acceptance of this article would place additional restrictions on land within the Zone II area of the Baldwin wells and further protect the quality of the drinking water in Wayland.

ARGUMENTS OPPOSED: For those considering any development or change of use in this expanded area they will need to follow the process established for an aquifer protection district. This could effect the current as well as future businesses along Rt. 20 in the Town center. This could impact the Public Safety Building process.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing proposed zoning By-Law amendment is consistent with Massachusetts and federal law. (See Appendix J for map.)

ARTICLE 39: SENIOR RESIDENTS PROPERTY TAX RELIEF PROGRAM

Proposed by: Board of Selectmen *Estimated Cost: $125,000*

To determine whether the Town will vote to appropriate a sum of money to provide property tax rebates of up to $375 in the first year and $750 thereafter to senior residents of the Town who meet the criteria set forth in sections 80-81 of Chapter 127 of the Acts of 1999 for a state tax credit; to determine whether said appropriation shall be provided by taxation, transfer from unappropriated available funds, transfer from funds appropriated for other purposes, by borrowing, or otherwise; and authorize the Board of Selectmen, through the Town's representatives in the General Court of the Commonwealth of Massachusetts, to petition the General Court of the Commonwealth of Massachusetts to enact a special act authorizing the

Town to establish a program appropriate and expend funds for property tax rebates for senior residents of the Town who meet the aforesaid criteria, contingent upon the passage of a ballot question seeking approval of the voters of an override of the provisions of Proposition two and one-half, so-called, for said appropriation, at a local election.

FINANCE COMMITTEE COMMENTS: The Commonwealth of Massachusetts has passed "Circuit Breaker" legislation that allows qualifying residents to receive a reduction of and in some cases even a rebate for state taxes. This legislation has no direct financial impact on non-qualifying taxpayers or on the tax rate.

The Circuit Breaker legislation provides up to $750 in tax relief per qualifying household. To qualify, a household of two people aged 65 or older must have a total annual income of no more than $60,000 and a property value of no more than $400,000. For a single-senior household, the income limit is $40,000. Property taxes for qualifiers must exceed ten percent of the annual income; no reductions or rebates will be applied to property taxes at or below ten percent of annual income.

This article, drafted by the Senior Property Tax Relief Committee and proposed by the Board of Selectmen, asks for approval of a plan to have the Town match the amount reduced or rebated by the Commonwealth. At the time of this writing, it was not clear whether the question put to the Town would be binding or non-binding. If non-binding, Town Meeting would need to pass a binding article at a future time.

To qualify for the Wayland program, homeowners would need to meet the Circuit Breaker legislation criteria and would have to have lived in Wayland for ten or more years. No household would receive an amount exceeding $750, nor would that household's real estate tax burden drop to below 10% of total annual income.

A recently completed analysis estimates that the cost to the Town would be on the order of $210,000, with benefits accruing to between 350 and 400 taxpayers. The result would be that the amount that the Town would have available to spend would be decreased by this amount.

ARGUMENTS IN FAVOR: The average income for qualifying households is about $30,000. These homeowners pay property taxes that range from 12% to 44% of their income. By comparison, the average Town household income is $130,000 with a property tax burden of less than five percent. Approval of this article provides much needed relief for long-time residents of the Town. Keeping older residents in Town helps to reduce pressure on school enrollment and associated costs.

ARGUMENTS OPPOSED: Residents have unexpectedly high property taxes due to a significant increase in the budget over time. If these residents are finding it financially difficult to stay in Town, they should consider using the equity in their homes to fund their cost of living. This article puts no upper limit on asset base other than real estate.

RECOMMENDATION: The Finance Committee defers recommendation.

QUANTUM OF VOTE: For appropriation of funds, majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7. To authorize special legislation, majority – see Massachusetts Constitution Amendment Article 2, Section 8(1). (See Appendix K for Chapter 127 of the Acts of 1999.)

ARTICLE 40: ENLARGE WAYLAND HISTORIC DISTRICT

Proposed by: Wayland Historic District Commission

To determine whether the Town will vote to enlarge the Wayland Historic District established by vote of the Town in 1965, and subsequently enlarged to its present boundaries by adding thereto the areas of land shown as "Weiland 2.0 Acres," "Massachusetts Bay Transit Authority 0.6 Acres ±" and "Town of Wayland 0.7 Acres ± To Be Added" as shown on a plan filed in the Office of the Town Clerk entitled "Plan Showing Proposed Historic District Changes in Wayland, Massachusetts 2000 Annual Town Meeting," dated March 2, 2000, Scale 1" = 200', prepared by the Wayland Surveyor's Office.

FINANCE COMMITTEE COMMENTS: The current Historic District is more or less centered on the Route 27/126/20 intersection. The district includes: a house on the southwest corner; the church and three houses on the southeast corner; the current Public Safety Building, an apartment unit, and two houses on the northeast corner; and the law office, several buildings, the old train station, and two houses on the northwest corner.

This article proposes to enlarge the district in two areas. The first enlargement is west of the old train station (currently the Wayland Depot). The second is north by one house along Route 27.

The area west of the old train station includes a Boston Edison tower. This article may have an impact on the siting of wireless facilities on this tower.

Changes to the Historic District have been relatively infrequent, with the last one occurring roughly five years ago. Those residents within the district who wish to make modifications to the exterior of their property must gain Historic District Commission approval to do so. There are no specific requirements set forth by the commission, although they do have a one-page document layout the general guidelines.

In addition to approving this article at Town Meeting, enlargement of the district requires 1) a report to the Planning Board and the Massachusetts Historical Commission (MHC) (both complete), 2) a public hearing (to be held prior to Town Meeting), and 3) final sign off by the MHC.

ARGUMENTS IN FAVOR: Enlarging the Historic District will allow the Town to better preserve its heritage. In the specific case of the old train station expansion, valuable historic areas and artifacts will be preserved. In general, properties that have become part of the district through expansion have seen their values increase.

ARGUMENTS OPPOSED: If the Historic District is enlarged, residents of newly included properties will need to acquire a Certificate of Appropriateness from the Historic District Commission prior to making exterior improvements.

RECOMMENDATION: As the resident on Old Sudbury Road has not offered an opinion on this article, the Finance Committee defers recommendation.

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40C, Section 3. (See Appendix L for map.)

ARTICLE 41: TRANSFER LAND FROM TOWN TO PAUL LANGNER

Proposed by: Petitioners *Estimated Cost: $1,000*

To determine whether the Town will vote to transfer a parcel of land measuring 1,706 square feet from the Town to Paul Langner et ux. for the purpose of straightening out the property border at 43 Cochituate Road.

PETITIONERS' COMMENTS The Town land now juts into petitioner's property, leaving a small triangle of land that the Town must maintain. Transferring the triangular parcel to the petitioner would relieve the town of the need to maintain it. The petitioner has offered the Town $1,000 for the parcel.

FINANCE COMMITTEE COMMENTS: The Town-owned land that the petitioner requests to purchase is located on the south side of the entrance driveway that runs from Route 27/126 to the Town Building. The parcel totals 1706+/- square feet.

ARGUMENTS IN FAVOR: The sale of Town-owned land to the petitioners would relieve the Town of its current practice of mowing and otherwise maintaining this triangle of land.

ARGUMENTS OPPOSED: By selling this parcel, the Town would forfeit the ability to widen or redirect the driveway along this 108+/- foot long section. The sale might also impact future Town Building additions or changes to the front parking area.

A professional appraisal to determine the fair market value has not been performed.

RECOMMENDATION: The Finance Committee recommends against approval. Vote: Unanimous.

QUANTUM OF VOTE: Transfer land for different purpose, two-thirds – see Massachusetts General Laws Chapter 40, Section 15A; Sale of land, majority – see Massachusetts General Laws Chapter 40, Section 3.

ARTICLE 42: APPROPRIATE FUNDS TOWARDS THE CONSTRUCTION OF A NATIONAL WORLD WAR II MEMORIAL

Proposed by: Petitioners *Cost: $14,000*

To determine whether the Town will vote to appropriate a sum of money towards the construction of a National World War II Memorial.

FINANCE COMMITTEE COMMENTS: In 1993, Congress enacted Public Law 103-32 authorizing the American Battle Monuments Commission (ABMC) to establish a World War II Memorial in Washington D.C. This Memorial will be located on 7.4 acres of the National Mall, directly between the Lincoln Memorial and the Washington Memorial.

When Congress authorized the Memorial, it directed the ABMC to fund construction with private contributions. The overall cost of this project is estimated at $100 million. To date, nearly $70 million has been received from corporations, foundations, veterans' groups and associations, states, municipalities, and individuals. Former Senator Bob Dole is the National campaign chairman of this effort.

ARGUMENTS IN FAVOR: The Memorial will honor the 16 million people who served in the U.S. armed forces during World War II, the more than 400,000 who died, and the millions who supported the war effort from home. It will be the first national memorial dedicated to all who served during World War II.

ARGUMENTS OPPOSED: It is not the obligation of the Town to use municipal funds to support private fundraising. This would set a precedent for the Town supporting other charities and private fundraising efforts.

RECOMMENDATION: While the Finance Committee supports the World War II memorial, we feel that this venture should be financed through private donations.

The Finance Committee recommends against approval. Vote: Unanimous

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 43: ACCEPT AND CONSTRUCT MASSASOIT PATH

Proposed by: Board of Road Commissioners *Cost: $75,000*

To determine whether the Town will vote to accept Massasoit Path as a Town way as laid out by the Board of Road Commissioners; to authorize the Board of Road Commissioners or Board of Selectmen, as the case may be, with the approval of Town Counsel as to form, to acquire by purchase, gift, eminent domain, or otherwise for highway purposes, the fee or any lesser interests, including appurtenant easements for drainage, slope, or otherwise, in, on, over, under, and through said streets; to appropriate a sum of money to compensate the landowners owning and/or abutting said street, and for the planning, design, layout, and construction of certain betterments to said street; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or the federal government, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: Approval of this article will result in the transfer of Massasoit Path from private ownership to Town ownership and will provide the funds for improving the road. The improvements will be made under the Betterment Act. This program is a partnership between the abutters of the road and the Town, in which the Town and the abutters share the cost of the improvement.

ARGUMENTS IN FAVOR: The Town maintains all roads including the unimproved ones. Maintenance of these unimproved roads includes periodic grading and is significantly more expensive than the maintenance of paved roads. Moreover, a paved road is safer and provides swifter access by emergency vehicles.

ARGUMENTS OPPOSED: This project will add slightly to the tax bills of all taxpayers, not only to those of the abutters.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority for street acceptance – see Massachusetts General Laws Chapter 82, Section 23; two-thirds for appropriation and exercise of eminent domain or purchase powers – see Massachusetts General Laws Chapter 40, Section 14; also, two-thirds for borrowing – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 44: AMEND TOWN BY-LAW RE: PAVEMENT WIDENING

Proposed by: Petitioners

To determine whether the Town will vote to amend Chapter 158, Article II, Section 158-3 of the Code of the Town of Wayland (General By-Laws) (see Appendix M) by replacing the first sentence thereof with the following new sentence:

"No existing road, bridge, or sidewalk shall be widened, and no road, bridge or sidewalk shall be constructed where none exists at the time, unless prior to said widening or construction (1) the town governmental body or official having authority to undertake this work shall hold a public hearing to explain the project and receive the public's views and (2) the Conservation Commission and Planning Board shall each approve said project in writing and together document the likely environmental and aesthetic impacts resulting therefrom."

PETITIONERS' COMMENTS: Many roads in this town have been consistently widened when resurfaced or reconstructed by the Highway Department over the past seven to eight years. The average increase has been in the range of 10%, which has resulted in the following:

1. When a road is widened 10%, the cost increases 10%;
2. When a road is widened 10%, the cost of maintenance will also increase 10%;
3. When a road is widened, it brings about increased speed and additional new traffic;
4. When a road is widened, the runoff from the surface is increased into our brooks, streams, and wetlands. The state has developed new regulations to control and decrease runoff;
5. If we continue to salt our roads and we increase their widths, then the salt runoff will increase, which will, in time, have a major detrimental effect on our environment and our water supply;
6. If we continue the ongoing present policy of widening roads, the rural charm and character of this community will be destroyed along our byways;
7. Many of our roads only need to be overlaid or resurfaced; if we allow the present policy of reconstructing almost every road, the cost increases dramatically, and fewer roads are repaved each year, and the character of the town eventually changes dramatically.

FINANCE COMMITTEE COMMENTS: This article proposes a change of the existing By-Law to require that no road widening can be undertaken without first obtaining opinions from the Conservation Commission and the Planning Board.

ARGUMENTS IN FAVOR: Widening of the roads is contrary to public opinion and increases reconstruction costs.

ARGUMENTS OPPOSED: This proposed By-Law change is unnecessary. The current By-Law already includes restrictions on widening (altering) of pavement widths; the current By-Law already provides for a public forum to address this matter; and review by the Conservation Commission already applies to roads close to wetlands, rivers, and floodplains and is practiced for all road projects, not just those being widened. Also, "views, comments, environmental and aesthetic impact" is too vague a foundation for halting a project, and the proposed By-Law provides no remedy to such disapproval. Moreover, amending a By-Law is not the proper remedy for lack of enforcement of an existing By-Law.

RECOMMENDATION: The Finance Committee recommends against approval. Vote: Unanimous

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 21.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing proposed By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 45: ESTABLISH ROUTE 30 TRAFFIC INTERSECTIONS COMMITTEE

Proposed by: Planning Board *Cost: $20,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by a Route 30 Traffic Intersections Committee, consisting of seven members: two appointed by the Route 30 Development Committee, two appointed by the Planning Board, one appointed by the Chief of Police, one appointed by the Board of Road Commissioners, and one appointed by the Cochituate Preservation Association, for professional services relative to Route 30 intersections; and to determine whether such appropriation shall be provided by taxation, transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, by gift, by grant, or otherwise.

FINANCE COMMITTEE COMMENTS: This article proposes the establishment of a Route 30 Traffic Intersections Committee, and permits the Committee to expend up to $20,000 for consulting services. These funds would be used for consulting services for completing implementation studies for the improvement of the intersections at Route 30 and Route 27 and at Route 30 and School Street. In 1999 the Planning Board presented at a Planning Board public hearing the results of a study of conceptual design improvements that could be made at the respective intersections. The sense of the Planning Board resulting from the public hearing was that the conceptual design representing the minimum impact alternative was the most desirable, and that the design considered the maximum build-out (necessary to meet state standards which would qualify for 90% state reimbursement) was not acceptable. It is the intent of the Planning Board to allow this new committee, made-up of representatives from appropriate town committees, to study the alternatives and investigate new alternatives to improve these intersections and eventually to present options to the town.

ARGUMENTS IN FAVOR: It is generally acknowledged that these intersections are the site of numerous traffic accidents, congested, and generally considered unsafe. Although not mandated, it is the desire of the Planning Board and others in Town to improve these intersections. Establishing the committee and funding the conceptual designs will be necessary in determining a plan of action for improving these intersections.

ARGUMENTS OPPOSED: The arguments opposed relate to the cost of completing the conceptual design, the actual design, and the final improvements once a plan is approved. Although no estimates are available, they are expected to be substantial. In addition, this

amount would not qualify for 90% reimbursement by the state if the maximum build-out as required by state standards is not implemented.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.
QUANTUM OF VOTE: Majority – See Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 46: SUPPLEMENT FUNDS APPROPRIATED FOR THE RECONSTRUCTION OF THE INTERSECTION OF ROUTE 30 AND OAK STREET

Proposed by: Board of Road Commissioners *Estimated Cost: $30,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Road Commissioners for the reconstruction of the Route 30 and Oak Street intersection in accordance with the design recommended by the Route 30 Traffic Study Committee; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or the federal government, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: The proposed article is to provide additional funds to construct the recently revised intersection design. Total funding available to date for this project is $245,000; with $200,000 provided by the developers of Willow Brook and $45,000 appropriated by the Town at the December 1998 Special Town Meeting.

ARGUMENTS IN FAVOR: The current design was developed by HTSD, Inc., with oversight from the Route 30 Traffic Study Committee that was appointed by act of the April 1999 Town Meeting. This design results in expected savings of approximately $110,000 compared with the previous design. This intersection has been a hazard for years and its improvement should proceed.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous

QUANTUM OF VOTE: Majority – See Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 47: AMEND ARTICLE 22 OF THE ZONING BY-LAWS – COCHITUATE INTERIM PLANNING OVERLAY DISTRICT

Proposed by: Petitioners

To determine whether the Town will vote to amend its By-Laws by making the following changes regarding the Cochituate Interim Planning Overlay District:

Item 1. Add a new section **§198-302.1.7 to Article 3** as follows:

302.1.7. A Cochituate Interim Planning Overlay District which includes all of the land located to the south of a line defined as follows: the southerly boundary of the Commonwealth of Massachusetts Pressure Aqueduct, as shown in the Atlas of the Town of Wayland, Massachusetts, 1994, on Plates 48 and 49, from its easternmost end traversing said boundary westerly to its intersection with the Aquifer Protection District boundary, thence the Aquifer Protection District boundary, as shown on the map referenced in §198-302.1.5 herein, southerly and westerly to where it intersects with the center line of the right-of-way of Old Connecticut Path, thence southwesterly along said line to the Wayland town line. Said Plates 48 and 49 of the Atlas of the Town of Wayland, Massachusetts, 1994, are hereby made a part of the Zoning Map of the Town of Wayland and are available at the office of the Town Clerk for public inspection.

Item 2. Add a new **Article 22 Cochituate Interim Planning Overlay District** as follows:

§198-2201. Purpose

2201.1. The purpose of the Cochituate Interim Planning Overlay District (CIPOD) is to provide a temporary zoning and regulatory system for the development of land within the district while the Town engages in comprehensive planning studies. Cochituate has been the subject of significant commercial and residential growth. Such growth may have an adverse impact on the natural environment, the Town's infrastructure and service capacity, traffic, the local economy, neighborhood character and open space. The CIPOD provides a mechanism to allow for growth that promotes sound land use planning goals and objectives during the course of the Town's comprehensive planning studies.

§198-2202. Applicability

2202.1 The CIPOD shall be construed as an overlay district. All requirements of the underlying zoning districts shall remain in full force and effect, except where the requirements of the CIPOD are more restrictive; in such cases, the requirements of the CIPOD shall supercede the underlying zoning regulations.

§198-2203. Use restrictions

2203.1 The following uses shall require a special permit from the Planning Board pursuant to §198-203 herein and shall require site plan approval as set forth in Article 6 herein:

2203.1.1. The development of five or more dwelling units, whether attached or detached, in a single calendar year on a property, or set of contiguous properties, in common ownership or control on the effective date of this Article 22.

2203.1.2. The development of more than 2,000 gross square feet of nonresidential space, regardless of the use.

2203.1.3. Alteration, expansion or change to any existing nonresidential building, structure or use that will result in the development of more than 2,000 gross square feet of new space, regardless of the use.

2203.1.4. Any nonresidential development requiring the provision of five or more new parking spaces.

§198-2204. Exemptions

2204.1. The following uses are specifically exempt from this Article 22:

2204.1.1. Uses exempted by MGL c. 40A, §3.

2204.1.2. The construction of a single-family dwelling, the enlargement, restoration or reconstruction of a single-family dwelling, in existence as of the effective date of this Article 22.

2204.1.3. Dwelling units for low-and/or moderate-income families or individuals as set forth in MGL c. 40B.

2204.1.4. Development projects that voluntarily agree to a minimum fifty-percent (50%) permanent reduction in density below the environmental conditions of the tract.

§198-2205. Special permit criteria.

2205.1. In addition to the standards and criteria set forth in §198-203 herein, the Planning Board shall consider, in assessing an application for a special permit in the CIPOD, the impact of the proposed development upon the following:

2205.1.1 Pedestrian and vehicular traffic.

2205.1.2. The natural environment, including noise, smoke, glare, vibration, water or air pollution, sedimentation and any other noxious or objectionable effects.

2205.1.3. Economic impact within and outside the CIPOD.

2205.1.4. Municipal services, including water, sewer, drainage, schools, parks and transportation.

2205.1.5. Neighborhood character, including building design, architecture and visual aesthetics.

§198-2206. Decision.

2206.1 The Planning Board may grant a special permit upon a determinations, after consideration of all of the factors set forth in §198-203 and §198-2205 herein, that the proposed development will not adversely impact the CIPOD during the term of this Article 22, as set forth below.

§198-2207. Time limitation.

2207.1 The provisions of this Article 22 shall expire on January 1, 2002.

§198-2208. Separability

2208.1 The provisions of this Article 22 are hereby declared separable and if any provision shall be held invalid or unconstitutional, it shall not be construed to affect the validity or constitutionality of any of the remaining provisions of this Article 22.

FINANCE COMMITTEE COMMENTS: The Cochituate Interim Planning Overlay District (CIPOD) was created by Article 7 of the April 1997 Special Town Meeting. When enacted, it was anticipated that a permanent planning or zoning district would replace this temporary planning district. Article 4 of the November 1999 Special Town Meeting sought to extend the CIPOD expiration date from January 1, 2000 to June 1, 2001. The Article was approved by Town Meeting, but since the Article did not appear in the legal advertisement for the Warrant Hearing, the State's Attorney General struck down the approval.

As the CIPOD has expired without plans for a permanent district, this Article seeks to amend the By-laws by reinstating the Section 302.1.7 and Article 22 that expired on January 1, 2000. The amendments are identical to those approved at the 1997 Annual Town Meeting, with the exception that the extension clause in Section 198-2207 has been deleted.

ARGUMENTS IN FAVOR: Cochituate has been the subject of significant commercial and residential growth. Such growth may have an adverse impact on the natural environment, the Town's infrastructure and service capacity, traffic, the local economy, neighborhood character and open space. This CIPOD (approved at the 1997 Annual Town Meeting and expired, due to a technicality) would provide a mechanism to allow for more restrictive growth while the planning study continues.

ARGUMENT OPPOSED: Concern has been expressed by some of the area's business owners that the CIPOD is too restrictive, and limits their expansion options.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous

QUANTUM OF VOTE: Two-thirds – see Massachusetts General Laws Chapter 40A, Section 5.

CONSISTENCY WITH LAW: It is the opinion of Town Counsel that the foregoing proposed By-Law amendment is consistent with Massachusetts and federal law.

ARTICLE 48: CONSTRUCTION OF NEW SALT STORAGE FACILITY (STUDY)

Proposed by: Board of Road Commissioners *Estimated Cost: $35,000*

To determine whether the Town will vote to appropriate a sum of money to be expended by the Board of Road Commissioners for the design evaluation and selection of a site for a salt storage facility; and to determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by funds received as grants from the Commonwealth or the federal government, by borrowing, or otherwise.

FINANCE COMMITTEE COMMENTS: The current salt storage facility is located at the Landfill within a designated wetland area. According to the Road Commissioners the current structure and site condition make it impossible to prevent leaching of salt into the wetlands. The Massachusetts Department of Environmental Protection has expressed concerns about the salt infiltration of the wetlands in the area. In addition, the location is not optimal for the treating of all Wayland roads since it is not centrally located and is difficult to get to when Route 20 is jammed with traffic.

In addition to the construction of the new salt shed, the Road Commissioners would also like to include within the structure a truck and heavy equipment washing facility. The equipment is currently cleaned inside the Highway Garage taxing the current water recycling equipment and creating an increased operating cost. The current water recycling equipment was not designed to wash equipment but rather to recycle incidental water from floor rinses and snowmelt.

ARGUMENTS IN FAVOR: The construction of new storage facility at the current location or another suitable location will alleviate the problem of salt infiltration to the wetlands.

ARGUMENTS OPPOSED: The current storage facility could possibly be upgraded for less money in order to reduce the salt infiltration problem. Since it is unlikely that another location

could be found within the Town, the Road Commissioners should look at all alternatives at the current location.

RECOMMENDATION: The Finance Committee recommends against approval. Vote: Unanimous

QUANTUM OF VOTE: Majority – see Massachusetts General Laws Chapter 40, Section 5, and Chapter 44, Section 33B. For borrowing, two-thirds – see Massachusetts General Laws Chapter 44, Section 7.

ARTICLE 49: ACCEPT GIFTS OF LAND

Proposed by: Board of Selectmen

To determine whether the Town will vote to accept real property or interests in real property which have been tendered to it as a gift, by devise, or otherwise.

FINANCE COMMITTEE COMMENTS: This standard article allows the Town to accept gifts of land.

ARGUMENTS IN FAVOR: Acquisition of land by the Town gives the Town more control over the use of such land.

ARGUMENTS OPPOSED: Land given to the Town may result in a slight loss of taxable real estate.

RECOMMENDATION: The Finance Committee defers a recommendation until Annual Town Meeting. Vote: Unanimous.

QUANTUM OF VOTE: Majority.

ARTICLE 50: SELL OR TRADE VEHICLES AND EQUIPMENT

Proposed by: Board of Selectmen

To determine whether the Town will vote to authorize the Board of Selectmen to sell or otherwise dispose of the following surplus vehicles, equipment, or other personal property in connection with the purchase of new vehicles, equipment, or other personal property.

Department	Vehicle/Equipment	Year
Park & Recreation Department	(3) 32" Bunton Mowers	1975
	(3) 36" Bunton	1977
	(1) 52" Bunton	1981
	(2) Howard Mowers	
	(2) Mower decks	
	(1) Old Fert./Grass seed Spreader	
	(1) Sidewalk Sweeper	
	(1) Bobcat Snow Blower parts	1974
	(1) Ariens Snow Blower parts	1974
	(1) Aero blade slicer/seeder Model 548	
	(1) Homelite Chainsaw	1977
	(1) Athletic Field Linepainter	1986
	(1) Giant Vac Leaf Blower	
	(1) Leaf/Grass Blower	
	(1) Wenco Generator 1000 watts	
	(1) Wenco Generator 2000 watts	
	(1) Chevrolet Station Wagon	1989
Landfill	(1) Tractor Crawler	
	(1) Volvo Roll Over Truck	
Police Department	(1) Harley Davidson Motorcycle	

FINANCE COMMITTEE COMMENTS: This standard article allows the Town to sell used vehicles or other personal property.

ARGUMENTS IN FAVOR: The selling of used property contributes to the Town's general fund.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority.

ARTICLE 51: AUTHORIZE TREASURER TO BORROW

Proposed by: Board of Selectmen

To determine whether the Town will vote to authorize the Treasurer, with the approval of the Selectmen, to borrow monies from time to time in anticipation of the revenue of the fiscal year beginning July 1, 2000, in accordance with the provisions of Massachusetts General Laws Chapter 44, Section 4 and Chapter 849 of the Acts of 1969, both as amended, and to issue a note or notes therefor, payable within one year, and to renew any note or notes that may be given for a period of less than one year in accordance with the provisions of Massachusetts General Laws Chapter 44, Section 17, as amended.

FINANCE COMMITTEE COMMENTS: This standard article provides for short-term borrowing in case of need, pending collection of real estate taxes.

ARGUMENTS IN FAVOR: This article allows the Town flexibility in managing its finances.

ARGUMENTS OPPOSED: The Finance Committee is not aware of any.

RECOMMENDATION: The Finance Committee recommends approval. Vote: Unanimous.

QUANTUM OF VOTE: Majority – see Massachusetts General Laws, Chapter 44, Section 4.

WARRANT ARTICLE PROCESS
Non-Petitioner Articles

This document is a guide for governmental bodies wishing to include articles in the Warrant for either the Annual Town Meeting (ATM) or Special Town Meeting (STM). There are generally three sources for such articles: standard articles that appear each year (the omnibus budget, for example); articles from petitioners who desire the town to take certain actions; and articles from official elected and appointed boards, commissions, and committees. Preparing for Town Meeting requires a great deal of time from many people. Well-reasoned, technically correct, and complete articles help make the most efficient use of limited time and resources.

Form of the Warrant Article

All articles should be submitted on the form provided. They may follow the format used in prior warrants but must be original and not marked-up photocopies. Articles should be as fully developed as possible at the time of submission. The article's sponsor should consult with appropriate people or organizations, obtain validated facts and figures, address legal issues, and draft the wording of articles prior to submission.

ATM Time Line and Process

Date	Action	Responsibility
December 15, 4:30	*Submit all articles for Annual Town Meeting (on computer disk if possible)* Articles are collected and numbered, and copies are given to the Board of Selectmen and Finance Committee. Sponsors should provide comments and arguments in favor of their articles at the time of submission.	Executive Secretary
December 15 - Mid-March	*Review articles, determine their order, vote on which non-petitioner articles to include in the Warrant, vote positions on most articles* The Board discusses substantive articles with sponsors under the board's jurisdiction and often meets with sponsors of other articles.	Board of Selectmen
December 15 - Mid-March	*Review each article and prepare a report for the Warrant* The Committee meets with the sponsors of all substantive articles to discuss the articles' merits, financial implications, and other relevant issues. A member of the Committee is assigned to each article to prepare a report for the warrant, including pro and con arguments and the Committee's recommendation.	Finance Committee
January - Mid-March	*Meet with Finance Committee and/or Board of Selectmen to discuss articles; meet required prerequisites, such as hearings, notification of abutters, reports from other boards* Such discussions help to identify issues that require further work as well as arguments for and against passage.	Sponsor of article (including petitioners)

January - Mid-March	*Review articles for form and legal correctness, add required legal citation(s), indicating the quantum of vote required for passage, prepare final wording of motions*	Town Counsel
February-March	*Hold hearings on articles with zoning bylaw implications* The Planning Board is required to hold hearings on articles proposing zoning changes and to make a report on the floor of Town Meeting.	Planning Board
March 17 (approximately)	*Submit completed warrant to the printer*	Executive Secretary and staff
7 days prior to ATM	*Mail warrant to registered voters*	Executive Secretary and staff
Approximately 7 days prior to ATM	*Hold a warrant article hearing* A hearing is held to review the warrant.	Board of Selectmen with Moderator and Finance Committee
ATM	*Consider each article at ATM.* Normally, the sponsor makes the motion and speaks to the article's merits. Citizens are encouraged to debate the merits of articles, ask questions, and make amendments when appropriate. Amendments should be legibly written for submission to the moderator and should be made available to citizens when possible.	Town Meeting Attendees

Budgets

Following a similar time line, the Finance Committee sets budget guidelines, meets with all departments to review their budgets, and puts together the omnibus budget, including the five-year capital planning budget. The Board of Selectmen reviews the budgets of all departments under its jurisdiction and meets with the Finance Committee for final consideration.

Special Town Meeting

The Board of Selectmen must vote to hold a special town meeting. The Board sets the date for the meeting, usually a minimum of 45 days in advance, and accepts articles for the warrant for about five days. The above timeline and process should be followed, except that the warrant must be mailed to registered voters 14 days prior to the STM.

ARTICLE FOR ANNUAL TOWN MEETING

SPONSOR_____ DATE RECEIVED_____

TELEPHONE/Day_____

CONTACT PERSON_____ TELEPHONE/Evening_____

BOARD VOTE_____ DATE OF VOTE_____

TITLE_____

COST_____ NO COST _____ COST ESTIMATE AVAILABLE ON_____

TEXT: To determine whether the Town will vote to

COMMENTS

PROS

CONS

SIGNATURE OF CHAIR_____ DATE_____

WARRANT ARTICLE PROCESS

Guide for Petitioners

Citizens have the right to submit articles for consideration by the town meeting. Such articles must be in writing and signed by ten or more registered voters for Annual Town Meeting (ATM) or 100 or more registered voters for Special Town Meeting (STM), using the attached form. All petitioners' articles must be submitted by December 15th for ATM or by the date stated for submission of articles for STM. All petitioners' articles having the required number of qualified signatures must be included in the town meeting warrant by state statute.

Duplicate petitions and petitions that call for an action that is not legal under town bylaw or state statute are usually passed over and petitioners whose concerns are not considered by town meeting are disappointed. Such articles are costly in terms of printing and in the time boards, committees, and staff spend reviewing and preparing the warrant. **The Board of Selectmen and the Finance Committee encourage citizens to work with appropriate town boards to achieve their goals whenever possible before submitting petitioners' articles.**

ATM Time Line and Process

Date	Action	Responsibility
Late November	*Hold a workshop for citizens interested in submitting petition for Annual Town Meeting.* Potential articles and the submission process may be discussed with the Selectmen and experienced volunteers.	**BOARD OF** Selectmen
December 15, 4:30	*Submit petitioners' articles for Annual Town Meeting (on computer disk if possible)* Articles are collected and numbered, and copies are given to the Board of Selectmen, Finance Committee, Moderator, and Town Counsel. Petitioners are encouraged to provide comments, arguments in favor, and arguments against their articles at the time of submission.	Executive Secretary
January - Mid-March	*Review articles, determine their order, vote positions on most articles; may meet with petitioners* The Board may discuss substantive articles with petitioners or attend the Finance Committee's meeting with petitioners.	Board of Selectmen
January - Mid-March	*Study each petitioner's article and prepare a report for the Warrant* The Committee meets with petitioners to discuss their article. They may explore alternative means for accomplishing the article's objective. A member of the Committee is assigned to the article to prepare a report for the warrant, including pro and con arguments and the Committee's recommendation.	Finance Committee

Date	Action	Responsibility
January - Mid-March	*Meet with Finance Committee and/or Board of Selectmen to discuss article; write report of no more than 150 words to be printed in the warrant if desired and if the Finance Committee prepares a report* Such discussions help to identify issues that require further work on the part of the petitioner as well as to identify arguments for and against passage.	Petitioners
Late November	*Hold a workshop for citizens interested in submitting petition for Annual Town Meeting.* Potential articles and the submission process may be discussed with the Selectmen and experienced volunteers.	Board of Selectmen
January - Mid-March	*Review articles for form and legal correctness, add required legal citation(s), indicating the quantum of vote required for Passage*	Town Counsel
March 15 (approximately)	*Submit completed warrant to the printer*	Executive Secretary and staff
7 days prior to ATM	*Mail warrant to registered voters*	Executive Secretary and staff
Approximately 7 days prior to ATM	*Hold a warrant article hearing* Petitioners should attend this hearing to review their warrant articles.	Board of Selectmen with Moderator and Finance Committee
ATM	*Move the article and make a brief presentation on the merits Of the article* Movers of articles have a limited amount of time to explain and present arguments in favor of passage of the article (currently 10 minutes). This presentation is made at the procedural (center) microphone. Petitioners may prepare handouts and slides. If the motion differs substantially from the article printed in the warrant, printed copies should be prepared for the moderator and made available for people attending Town Meeting.	Lead Petitioner
ATM	*Consider each article at ATM* Citizens are encouraged to debate the merits of articles, ask questions, and make amendments when appropriate. Amendments should be legibly written for submission to the moderator and made available to people attending Town Meeting.	Town Meeting attendees

Special Town Meeting

The Board of Selectmen must vote to hold a special town meeting. The Board sets the date for the meeting, usually a minimum of 45 days in advance, and accepts articles for the warrant for one week. The above timeline and process should be followed, except that petitions require 200 signatures and the warrant must be mailed to registered voters 14 days prior to the Special Town Meeting. Special Town Meetings are also called upon receipt of a citizens' petition with 200 signatures.

INSTRUCTIONS FOR COMPLETING PETITIONERS ARTICLE FORM

PAGE 1

Lead Petitioner: The lead petitioner will serve as spokesperson for the article and will be the contact for the Finance Committee and the Board of Selectmen, and by the Planning Board if the petition is a zoning issue.

Date Received: The date received will be stamped on the petition when it is received by the Executive Secretary.

Phone Numbers: Please provide a day and evening phone number where the lead petitioner may be contacted.

Title: Please provide a brief title that describes the purpose of this article.

Town Board/Department Affected: Please list the town board(s) or department(s), if any, that will be affected if this article passes.

Estimated Cost: Please provide an estimate of the cost if passage of this article will have a financial impact on the town.

Article: Please describe fully and unambiguously what you wish the town meeting to vote on.

PAGE 2

Please provide comments, arguments in favor, and arguments that might be used to oppose your article suitable for printing in the warrant. (These may not be printed exactly as submitted.)

PETITIONERS ARTICLE FOR WAYLAND TOWN MEETING

LEAD PETITIONER_____ DATE RECEIVED_____

DAY PHONE_____ EVENING PHONE_____

TITLE_____

TOWN BOARD/DEPARTMENT AFFECTED BY ARTICLE_____

ESTIMATED COST_____

ARTICLE: To determine whether the Town will vote to

Add comments and pro and con arguments on the next page. Thank you.

#	Print Name Legibly	Signature	Print Street Address
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			

PETITIONERS ARTICLE FOR WAYLAND TOWN MEETING
Page 2

COMMENTS

PRO ARGUMENTS

CON ARGUMENTS

APPENDIX A

THE MODERATOR'S RULES AND REGULATIONS GOVERNING WAYLAND'S TOWN MEETINGS

The following information may help you to participate fully in Wayland's town meetings, which have been held each year since 1639:

I. The Warrant

This booklet, which includes the Warrant for Wayland's Town Meeting, was compiled by the Selectmen and served upon all residents by mail and by posting at the Town Building and the libraries. It contains the agenda of the subjects to be acted upon (articles), including the omnibus budget proposed, if this is an annual meeting, the report and recommendations of the Finance Committee upon each article and additional information concerning the finances and administration of the Town to help us formulate our votes.

No action of this Town Meeting will be valid unless it shall have been taken under an article set forth in the Warrant.

Each article will be considered in the order in which it appears on the Warrant, unless the meeting shall have voted to do otherwise by a two-thirds vote.

II. The Voters

A. All residents of Wayland, who have been duly registered as voters, are urged to attend, participate and vote at all annual and special town meetings subject to laws of the Commonwealth of Massachusetts, the By-Laws of the Town and these rules and regulations.

B. All other persons may attend and observe Wayland's town meetings so long as they remain seated in the special section that has been reserved for this purpose, unless the Moderator shall have authorized them to sit among the registered voters. And see paragraph IV.B.3 below.

C. A registered voter may bring his or her child(ren) to sit among the voters so long as the child(ren) sit(s) quietly beside his or her parent at all times.

III. The Moderator

The Moderator is elected by ballot for a three year term at the annual election of town officers to preside at all Town meetings during his or her term of office and is authorized by state law to regulate the proceedings, decide all questions of order and make public declaration of all votes, subject to the By-Laws that Wayland has enacted to regulate the proceedings of town meetings. All rulings of the Moderator are final.

IV. The Meeting

A. The Call to Order

1. The Moderator will call each session of town meeting to order at 7:45 p.m., or as soon as the Town Clerk has determined that a quorum of one hundred registered voters has been checked into the hall.

2. All persons, who have not registered to vote in Wayland, including members of the press, must sit in the section reserved for non-residents, unless the Moderator has authorized them to sit among the voters.

3. The Moderator will announce the number of each article about to be considered and invite a motion thereunder; but he will omit the reading of the articles, unless a MAJORITY of the meeting shall vote otherwise.

B. To Address the Town Meeting

1. No person may address a town meeting until and unless he or she shall have been recognized by the Moderator and all persons shall, at the request of the Moderator, be silent.

2. All persons, who wish to be recognized, shall approach one of the three microphones placed at the front of the room, which most closely reflects the purpose for which they seek recognition:

a. The Procedural Microphone (in the middle) will be available to those who have been recognized by the Moderator and wish to offer:

1) The main motion under the article being considered and a presentation in support thereof;

2) An amendment to a main motion;

3) A question seeking information or guidance from the Moderator as to procedure, including a point of order; and

4) A point of order or procedural motion, such as:

a) a motion to terminate debate;

b) a motion challenging the Moderator's declaration of a vote;

c) a motion questioning the presence of a quorum; and

d) a motion to adjourn.

b. The "Pro" Microphone will be available to those who wish to speak in support of a motion on the floor and have been recognized by the Moderator.

c. The "Con" Microphone will be available to those who wish to speak in opposition to a motion on the floor and have been recognized by the Moderator.

The Moderator will normally recognize those persons, who are standing behind each microphone in a single file, in the order of their entry into that file, alternating between the Pro and the Con mikes; but reserves the right to recognize any person at any time, including a person who has not approached a mike, a person who is handicapped or a person who has risen to a point of order. Any person whose remarks are not consistent with the purpose of the microphone that he has been permitted to use, shall yield the floor upon request of the Moderator.

3. If a person, who has not registered to vote, seeks permission to address the meeting, the Moderator will ask whether there are any objections. If there are any, he will immediately call for a voice vote. If the majority shall vote to hear the non-resident, the Moderator will give him/her the floor.

C. The Debate

1. When you have been recognized by the Moderator, address the Chair as follows: "Mr. Moderator, I am (Name) of (Street Address)." Then proceed as follows:

a. I move that. . .";

b. "May I ask you. . ."; or
"May I ask through you (then state the question which you want a board, official, or previous speaker to answer);

c. "I rise to a point of order"; or

d. Offer any amendment, argument, comment, question or suggestion relevant to the motion then under consideration.

2. Once you have been recognized, you may offer any motion, amendment, argument, comment, point or question relevant to the article then under consideration, unless the Moderator shall have authorized debate or invited comments upon subjects not listed in the Warrant; but

a. Any person who wishes to offer the presentation in support of, or in opposition to, the first main motion under an article, must complete the same within ten minutes, or less, and yield the floor. A light will warn you to conclude your remarks and yield the floor during the following minute.

b. All other persons who wish to address the Town Meeting shall, when recognized, complete their remarks in three minutes, or less, and yield the floor. The same one minute warning light will be turned on when you have used up the first two minutes.

c. You may be interrupted only by a question of privilege, a point of order, a request that you speak more distinctly or by the Moderator.

d. When you have completed your motion, question, or remarks, you relinquish your claim to the floor; and you must yield the floor upon request of the Moderator.

3. If you have a question concerning the legality or propriety of the proceedings, you may approach the Procedural Microphone and address the Moderator without waiting to be recognized, saying: "Mr. Moderator, I rise to a point of order." When you have been recognized, you must state the reason for your point, which may include that a motion is beyond the scope of the article under consideration, that the person who has the floor is not addressing the merits of the motion or that a quorum is not present. The Moderator will then rule on the point and his ruling is final.

4. If you wish to offer a motion within the scope of the article under consideration, follow the procedure outlined under paragraph II. B and C above.

a. If your motion is the main motion, you must then declare that it is identical word-for-word with the substantive portion of the article printed in the warrant which is then under consideration, or describe all of the substantive differences in wording between the article and the motion; otherwise the Moderator will permit no debate or action upon your motion.

b. If you plan to offer a main motion, which contains more than twenty-five words and differs significantly from the article printed in the Warrant, you must first print and distribute a copy thereof to those attending the session of town meeting at which said motion is presented.

c. No motion or amendment of a motion that exceeds ten words in length will be accepted, unless it shall have been offered to the Moderator in writing.

d. A motion that is not identical word-for-word with the substantive portion of the article printed in the warrant then under consideration will not be permitted, unless the Moderator shall determine that said motion is within the scope of the article; i.e., that it does not change the substantial character of the proposal described in that article.

e. The Moderator will permit no motion to appropriate and/or expend a sum of money, which exceed the estimated cost set forth in the article then under consideration by fifteen (15%) percent, except for motions under the omnibus budget article and motions under a supplementary budget article that contemplates the appropriation of additional money for the current fiscal year to augment moneys previously appropriated and proposes to fund such appropriations by transfer from unappropriated funds, funds appropriated for another purpose or from funds received by the Town as grants or gifts.

f. The Moderator may rule on your motion, even if no one has risen to challenge that motion by way of a point of order.

5. You will not be recognized to speak on the merits of a motion if you have already spoken three times on its merits, but you may be recognized to answer a question put by another or to raise a procedural issue with respect to that motion.

6. Wayland's practice with respect to some common subsidiary motions is generally as follows:

a. You may amend a motion by moving to add and/or delete words to and/or from the main motion or by substituting a new motion therefor; but the Moderator permits no more than two amendments to a main motion. A motion to amend is debatable and requires only a MAJORITY vote, even though the main motion may require a TWO-THIRDS vote.

b. You may move to refer a matter for further study, if your motion identifies the official or committee who shall conduct such study, how it shall report, when and to whom. In the event that you wish to establish a new committee for this purpose, the motion must specify the number of members who shall serve and who shall appoint them. A motion to refer is debatable and may be amended and requires a MAJORITY vote.

c. You may move to advance or postpone consideration of an article

listed in the Warrant. Such a motion is debatable, may be amended and requires a TWO-THIRDS vote.

d. You may move to lay an article on the table ("table"). Such a motion is NOT debatable or amendable and requires a TWO-THIRDS vote. A motion to remove such article from the table is also NOT debatable or amendable and requires a TWO-THIRDS vote.

e. You may ask the Meeting to take no action under an article by moving "that the article be passed over." Such a motion is debatable, may not be amended, requires a MAJORITY vote and serves to dispose of the article under consideration.

f. Although the Moderator has absolute authority to regulate the proceedings at town meetings, debate under a motion can be terminated only by a TWO-THIRDS vote of the Town Meeting. Therefore, if you believe that the discussion has gone on long enough, approach the Procedural Microphone, and, when you have been recognized, "move the previous question". If your motion receives a second, the Moderator will ask if anyone, who has not spoken to the motion under consideration, wishes to be recognized. If no one expresses such a wish by raising his or her hand, the Moderator will immediately terminate debate and take a vote upon your motion without permitting any amendment; but if one or more persons, who have not spoken to said motion, raise their hand, the Moderator may defer the termination of debate for a reasonable time to permit both sides of the issue to be heard. If a motion to terminate debate carries by a TWO-THIRDS vote, the Moderator will put the previous motion under consideration to a vote without further debate; but if said motion does not carry by a TWO-THIRDS vote, the Moderator will permit debate to continue.

g. If you wish to adjourn a session of the Town Meeting before all of the articles have been disposed of, you must specify the date and time when the Meeting shall resume. Such motion may be made at any time, is debatable, may be amended and requires a MAJORITY vote.

7. If an article of the Warrant has once been acted upon and disposed of, it can not be reconsidered that day; but if a motion to return to the article shall have been made, debate and action on that motion shall be the first order of business at the next session of said Town Meeting, unless there is no further session, in which case, debate and action on said motion shall be deferred until all other articles shall have been disposed of. In any event, a motion to reconsider is debatable, may not be amended and requires a TWOÄTHIRDS vote, unless it shall have been made before the article has been disposed of; in which event it requires only a MAJORITY vote. If such motion carries, the Moderator will ask whether there is a new motion under the article to be reconsidered.

8. Upon the expiration of sixty minutes after the main motion under any article shall have been seconded, the Moderator may terminate debate thereon, unless the Town Meeting shall have voted to extend the time available for further debate.

D. The Vote

Before calling for a vote, the Moderator will repeat the motion under consideration (as the same may have been amended):

1. The Moderator will then ask all those in favor to say, "Aye". He will then invite those opposed to say, "No". If the Moderator is in doubt as to whether the motion has carried, he may call for another voice vote; or he may ask those in favor to stand, before he asks those opposed to stand. Sometimes, the Moderator will reverse this procedure before declaring the vote.

2. If the Moderator is still in doubt, or if seven or more voters have immediately questioned his declaration of such vote, he will call for the tellers to help him take a standing counted vote - two tellers for each section of the hall so that they may check each other's results. The Moderator will then repeat the motion and say, "All those in favor will rise and remain standing until counted," and similarly with those opposed. As soon as each team of tellers has agreed upon the count in their section, they will be asked to report their portion of the vote from the Procedural Microphone. When all of the tellers have reported, the Moderator declares the vote, and his declaration is final.

3. In the event that the law requires a vote of TWO-THIRDS or more to carry a motion, the Moderator will normally ask whether there is unanimous support for the motion; but if there is not such support, he will take a standing counted vote.

4. If a TWO-THIRDS vote is required to carry a subsidiary or procedural motion, such as a motion to terminate debate ("move the previous question"), the Moderator need not take a count, even though the voice vote upon such motion was not unanimous, if the Moderator shall have perceived that more than TWO-THIRDS of the voters voted in the affirmative. The Moderator shall then declare that such motion has carried and the Clerk shall record such declaration together with a note that there was "a scattering of nos."

E. Adjournment

1. Each session of a Town Meeting shall be adjourned by the Moderator (a) at 10:30 p.m., or as soon thereafter as the Meeting has disposed of the article then under consideration or postponed action thereunder, or (b) voted to adjourn at a different time.

2. No motion to dissolve the Town Meeting (to adjourn *sine die*) is in order until every article shall have been duly considered, acted upon and declared as disposed of.

V. Questions

In the event that you have a question concerning the conduct of the meeting or the status of any motion being considered, you are invited to approach the Procedural Microphone and to address your question to the Moderator as soon as you have been recognized.

Thank you for joining us tonight to do the Town's business.

C. Peter R. Gossels, Moderator
December 8, 1999

APPENDIX B
Library Union Wage and Salary Classification Plan

LIBRARY UNION CUSTODIAN

CUSTODIAN FY'99 2% adjustment

	Minimum	After 1 year	After 2 years	After 3 years	After 4 years	After 5 years
Annual	$23,463.22	$24,336.48	$25,205.64	$26,126.65	$27,088.60	$28,347.23
Weekly	$451.22	$468.01	$484.72	$502.44	$520.93	$545.14
Hourly	$12.89	$13.37	$13.85	$14.36	$14.88	$15.58

CUSTODIAN FY'00 3% adjustment

	Minimum	After 1 year	After 2 years	After 3 years	After 4 years	After 5 years
Annual	$24,167.12	$25,066.57	$25,961.81	$26,910.45	$27,901.26	$29,197.64
Weekly	$464.75	$482.05	$499.27	$517.52	$536.56	$561.49
Hourly	$13.28	$13.77	$14.27	$14.79	$15.33	$16.04

CUSTODIAN FY'01 5% adjustment

	Minimum	After 1 year	After 2 years	After 3 years	After 4 years	After 5 years
Annual	$25,375.48	$26,319.90	$27,259.90	$28,255.97	$29,296.32	$30,657.53
Weekly	$487.99	$506.15	$524.23	$543.39	$563.39	$589.57
Hourly	$13.94	$14.46	$14.98	$15.53	$16.09	$16.84

LIBRARY UNION

FY'99 adjusted by 2%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP9	STEP 10
L-1	$ 24,490.57	$ 25,225.28	$ 25,982.04	$ 26,761.50	$ 27,564.35	$ 28,391.28	$ 29,243.02	$ 30,120.31	$ 31,023.92	$ 31,954.64
L-2	$ 26,448.58	$ 27,242.04	$ 28,059.30	$ 28,901.08	$ 29,768.11	$ 30,661.15	$ 31,580.99	$ 32,528.42	$ 33,504.27	$ 34,509.40
L-3	$ 28,566.14	$ 29,423.12	$ 30,305.82	$ 31,214.99	$ 32,151.44	$ 33,115.99	$ 34,109.47	$ 35,132.75	$ 36,186.73	$ 37,272.33
L-4	$ 30,850.70	$ 31,776.22	$ 32,729.50	$ 33,711.39	$ 34,722.73	$ 35,764.41	$ 36,837.34	$ 37,942.46	$ 39,080.74	$ 40,253.16
L-5	$ 33,318.30	$ 34,317.85	$ 35,347.38	$ 36,407.81	$ 37,500.04	$ 38,625.04	$ 39,783.79	$ 40,977.31	$ 42,206.63	$ 43,472.82
L-6	$ 35,983.76	$ 37,063.28	$ 38,175.18	$ 39,320.43	$ 40,500.04	$ 41,715.04	$ 42,966.50	$ 44,255.49	$ 45,583.16	$ 46,950.65
L-7	$ 38,863.02	$ 40,028.91	$ 41,229.78	$ 42,466.67	$ 43,740.67	$ 45,052.89	$ 46,404.48	$ 47,796.61	$ 49,230.51	$ 50,707.43

FY'00 adjusted by 3%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP9	STEP 10
L-1	$ 25,225.28	$ 25,982.04	$ 26,761.50	$ 27,564.35	$ 28,391.28	$ 29,243.02	$ 30,120.31	$ 31,023.92	$ 31,954.64	$ 32,913.27
L-2	$ 27,242.04	$ 28,059.30	$ 28,901.08	$ 29,768.11	$ 30,661.15	$ 31,580.99	$ 32,528.42	$ 33,504.27	$ 34,509.40	$ 35,544.68
L-3	$ 29,423.12	$ 30,305.82	$ 31,214.99	$ 32,151.44	$ 33,115.99	$ 34,109.47	$ 35,132.75	$ 36,186.73	$ 37,272.33	$ 38,390.50
L-4	$ 31,776.22	$ 32,729.50	$ 33,711.39	$ 34,722.73	$ 35,764.41	$ 36,837.34	$ 37,942.46	$ 39,080.74	$ 40,253.16	$ 41,460.76
L-5	$ 34,317.85	$ 35,347.38	$ 36,407.81	$ 37,500.04	$ 38,625.04	$ 39,783.79	$ 40,977.31	$ 42,206.63	$ 43,472.82	$ 44,777.01
L-6	$ 37,063.28	$ 38,175.18	$ 39,320.43	$ 40,500.04	$ 41,715.04	$ 42,966.50	$ 44,255.49	$ 45,583.16	$ 46,950.65	$ 48,359.17
L-7	$ 40,028.91	$ 41,229.78	$ 42,466.67	$ 43,740.67	$ 45,052.89	$ 46,404.48	$ 47,796.61	$ 49,230.51	$ 50,707.43	$ 52,228.65

FY'01 adjusted by 5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP9	STEP 10
L-1	$ 26,486.55	$ 27,281.14	$ 28,099.58	$ 28,942.57	$ 29,810.84	$ 30,705.17	$ 31,626.32	$ 32,575.11	$ 33,552.37	$ 34,558.94
L-2	$ 28,604.14	$ 29,462.26	$ 30,346.13	$ 31,256.51	$ 32,194.21	$ 33,160.04	$ 34,154.84	$ 35,179.48	$ 36,234.87	$ 37,321.91
L-3	$ 30,894.28	$ 31,821.11	$ 32,775.74	$ 33,759.01	$ 34,771.79	$ 35,814.94	$ 36,889.39	$ 37,996.07	$ 39,135.95	$ 40,310.03
L-4	$ 33,365.03	$ 34,365.98	$ 35,396.96	$ 36,458.87	$ 37,552.63	$ 38,679.21	$ 39,839.59	$ 41,034.78	$ 42,265.82	$ 43,533.79
L-5	$ 36,033.74	$ 37,114.75	$ 38,228.20	$ 39,375.04	$ 40,556.29	$ 41,772.98	$ 43,026.17	$ 44,316.96	$ 45,646.47	$ 47,015.86
L-6	$ 38,916.44	$ 40,083.93	$ 41,286.45	$ 42,525.05	$ 43,800.80	$ 45,114.82	$ 46,468.27	$ 47,862.31	$ 49,298.18	$ 50,777.13
L-7	$ 42,030.36	$ 43,291.27	$ 44,590.00	$ 45,927.70	$ 47,305.54	$ 48,724.70	$ 50,186.44	$ 51,692.04	$ 53,242.80	$ 54,840.08

APPENDIX C
Article 10

CHAPTER 44 § 53E 1/2

MISCELLANEOUS PROVISIONS

§ 53E ½. Revolving funds

Notwithstanding the provisions of section fifty-three, a city or town may annually authorize the use of one or more revolving funds by one or more municipal agency, board, department or office which shall be accounted for separately from all other monies in such city or town and to which shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund. Expenditures may be made from such revolving fund without further appropriation, subject to the provisions of this section; provided, however, that expenditures shall not be made or liabilities incurred from any such revolving fund in excess of the balance of the fund nor in excess of the total authorized expenditures from such fund, nor shall any expenditures be made unless approved in accordance with sections forty-one, forty-two, fifty-two and fifty-six of chapter forty-one.

Interest earned on any revolving fund balance shall be treated as general fund revenue of the city or town. No revolving fund may be established pursuant to this section for receipts of a municipal water or sewer department or of a municipal hospital. No such revolving fund may be established if the aggregate limit of all revolving funds authorized under this section exceeds ten percent of the amount raised by taxation by the city or town in the most recent fiscal year for which a tax rate has been certified under section twenty-three of chapter fifty-nine. No revolving fund expenditures shall be made for the purpose of paying any wages or salaries for full time employees unless such revolving fund is also charged for the costs of fringe benefits associated with the wages or salaries so paid; provided, however, that such prohibition shall not apply to wages or salaries paid to full or part-time employees who are employed as drivers providing transportation for public school students; provided further, that only that portion of a revolving fund which is attributable to transportation fees may be used to pay such wages or salaries and provided, further, that any such wages or salaries so paid shall be reported in the budget submitted for the next fiscal year.

A revolving fund established under the provisions of this section shall be by vote of the annual town meeting in a town, upon recommendation of the board of selectmen, and by vote of the city council in a city, upon recommendation of the mayor or city manager, in Plan E cities, and in any other city or town by vote of the legislative body upon the recommendation of the chief administrative or executive officer. Such authorization shall be made annually prior to each respective fiscal year; provided, however, that each authorization for a revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; (4) a limit on the total amount which may be expended from such fund in the ensuing fiscal year; and, provided, further, that no board, department or officer shall be authorized to expend in any one fiscal year from all revolving funds under its direct control more than one percent of the amount raised by taxation by the city or town in the most recent fiscal year for which a tax rate has been certified under section twenty-three of chapter fifty-nine. Notwithstanding the provisions of this section, whenever, during the course of any fiscal year, any new revenue source becomes available for the establishment of a revolving fund under this section, such a fund may be established in accordance

with this section upon certification by the city auditor, town accountant. or other officer having similar duties, that the revenue source was not used in computing the most recent tax levy.

In any fiscal year the limit on the amount that may be spent from a revolving fund may be increased with the approval of the city council and mayor in a city, or with the approval of the selectmen and finance committee, if any, in a town; provided, however, that the one percent limit established by clause (4) of the third paragraph is not exceeded.

The board, department or officer having charge of such revolving fund shall report to the annual town meeting or to the city council and the board of selectmen, the mayor of a city or city manager in a Plan E city or in any other city or town to the legislative body and the chief administrative or executive officer, the total amount of receipts and expenditures for each revolving fund under its control for the prior fiscal year and for the current fiscal year through December thirty-first, or such later date as the town meeting or city council may, by vote determine, and the amount of any increases in spending authority granted during the prior and current fiscal years, together with such other information as the town meeting or city council may by vote require.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year, or in which a city or town changes the purposes for which money in a revolving fund may be spent in the following year, the balance in the fund at the end of the fiscal year shall revert to surplus revenue unless the annual town meeting or the city council and mayor or city manager in a Plan E city and in any other city or town the legislative body vote to transfer such balance to another revolving fund established under this section.

The director of accounts may issue guidelines further regulating revolving funds established under this section.

Amended by St.1994, c. 60, §§ 72, 73.

HISTORICAL AND STATUTORY NOTES

1994 Legislation

St. 1994, c. 60, § 72, approved July 10, 1994, and by § 309 made effective July 1, 1995, in the second paragraph, in the fourth sentence, inserted "unless such revolving fund is also charged for the costs of fringe benefits associated with the wages or salaries so paid".

Section 73 of St.1994, c. 60, by § 315 made effective as of July 1, 1994, in the third paragraph, added the third sentence.

APPENDIX D
Article 17

Chapter 19
FINANCES

§19-1. Finance Committee.
§19-2. Budget; capital improvement program.
§19-3. Finance Committee reports.
§19-4. Estimates of expenses and income.
§19-5. Warrant articles involving appropriations or expenditures.
§19-6. Salaries and compensation.
§19-7. Acquisition of vehicles.

[HISTORY: Adopted by the Annual Town Meeting of the Town of Wayland 3-12-1973 by Art. 14 as Art. 4 of the 1973 Bylaws. Amendments noted where applicable.]

GENERAL REFERENCES

Disposal of surplus property - See Ch. 62. **Treasurer and Collector - See Ch. 72.**

§ 19-1. Finance Committee. [Amended 5-6-1992 ATM by Art. 19; 5-10-1999 ATM by Art. 25]

There shall be a committee called the "Finance Committee" appointed by the Board of Selectmen as hereinafter provided. Such committee shall consist of seven registered voters who shall serve without pay and none of whom during his or her service on such Committee shall hold elective or appointive town office having to do with the appropriation or expenditure of town money. Members shall serve terms of three years, such that the terms of two or three members shall expire each year. Appointment to fill unexpired terms shall be made by the Board of Selectmen as vacancies occur.

§ 19-2. Budget; capital improvement program. [Amended 5-6-1992 ATM by Art. 20]

The Finance Committee shall prepare the omnibus operating budget of the town and submit it at the annual town meeting. It shall also prepare and present to the annual town meeting a five-year capital improvement program for the town, which shall include the construction and reconstruction of capital assets (such as municipal buildings, recreational facilities, roads and landfills) and acquisition of land, equipment and vehicles and other personal property, and shall make recommendations to the appropriate authorities proposing such improvements.

§ 19-3. Finance Committee reports. [Amended 5-5-1983 ATM by Art. 21]

The Board of Selectmen, after drawing a warrant for a town meeting, shall immediately forward a copy thereof to each member of said Finance Committee, which shall consider all articles in the warrant and make such report, in print or otherwise, to the town meeting as it deems for the best of the town. However, if the Finance Committee's report on any article exceeds 30 words in length, excepting an article which requests approval of the town's itemized, omnibus operating budget for the ensuing fiscal year, then that report on said article shall conclude with a summary of reasons favoring the article that were considered by the Finance Committee in its deliberations and a separate summary of reasons disfavoring the article that were considered by the Finance Committee in its deliberations. The Committee shall also make an annual report which shall be published as part of the Annual Town Report and which shall include recommendations for appropriations for the ensuing year, a budget and

such further recommendations regarding the finances of the town and action in regard thereto as seems to such Committee to be necessary and appropriate.

§ 19-4. Estimates of expenses and income.

The various town boards, officers and committees charged with the expenditure of town money shall, not later than the 15th of December in each year, file with the Clerk of the Finance Committee detailed estimates of the amounts deemed necessary for the administration of their respective board, office or committee for the ensuing fiscal year, with explanatory statements of the reasons for any changes from the amounts appropriated for the same purpose in the preceding year. They shall also file estimates of all probable items of income which may be received by them during the ensuing year in connection with the administration of their board, office or communities.

§ 19-5. Warrant articles involving appropriations or expenditures.

Any person presenting an article for insertion in the warrant for any town meeting which involves the appropriation or expenditure of money by the town shall also submit an estimate of the expected amount of money to be expended or appropriated to carry out the purpose of the article. Said estimate, together with the name of the person or persons submitting such article, shall be transmitted by the Board of Selectmen to the Finance Committee.

§ 19-6. Salaries and compensation.

No town officer, no salaried employee of the town or member of any committee appointed to act for the town and no agent or employee of such officer, employee or committee shall sell materials or supplies to a board or committee of which he is a member or receive any compensation or commission for work done by him as such officer, employee or member of a committee, except his official salary and the fees provided by law, without permission of the Board of Selectmen expressed in a vote which shall appear in its records, together with a statement of the reasons therefor.

§ 19-7. Acquisition of vehicles. [Added 5-13-1999 ATM by Art. 43]

No vote at any town meeting to appropriate funds for the acquisition of any vehicle valued at $10,000 or more for the Park and Recreation, Highway or Water Departments shall be in order unless the town's procurement officer has prepared a description of the vehicle suitable for inclusion in an invitation for bids for a procurement contract under MGL c. 30B, the Uniform Procurement Act, and placed such vehicle description on file with the Town Clerk for public inspection at least seven days before the annual meeting and at least 14 days before any special town meeting.

APPENDIX E
Article 18

Chapter 6

BOARDS, COMMISSIONS AND COMMITTEES

§ 6-1. Vacancies.

[HISTORY: Adopted by the Annual Town Meeting of the Town of Wayland 5-5-1983 by Art. 20 (Art. 26 of the 1973 Bylaws). Amendments noted where applicable.]

GENERAL REFERENCES

Finances - See Ch. 19.
Reports - See Ch. 53.
Disposal of surplus property - See Ch. 62.

§ 6-1. Vacancies.

Whenever a vacancy occurs in any appointed office, board, commission, committee or other appointed body established by law or by vote of the town, the body with power of appointment shall give public notice thereof within one month of said vacancy by posting the open position and the date of vacancy at the Town Building and shall not fill such vacancy until the open position has been publicly posted for not less than one week. The notice of vacancy shall remain publicly posted at the Town Building until the vacancy has been filled. As used in this chapter, the terms "vacancy" and "open position" both include the expiration of term of an appointed office.

APPENDIX F

Article 20: MBTA Right of Way

RESERVED FOR REGISTRY USE

VAL MAP 5 SHEET 13

VICINITY MAP
SCALE 1" = 2640±

WAYLAND PLANNING BOARD

APPROVAL UNDER THE SUBDIVISION CONTROL LAW NOT REQUIRED DATE June 16, 1998

NOTES:

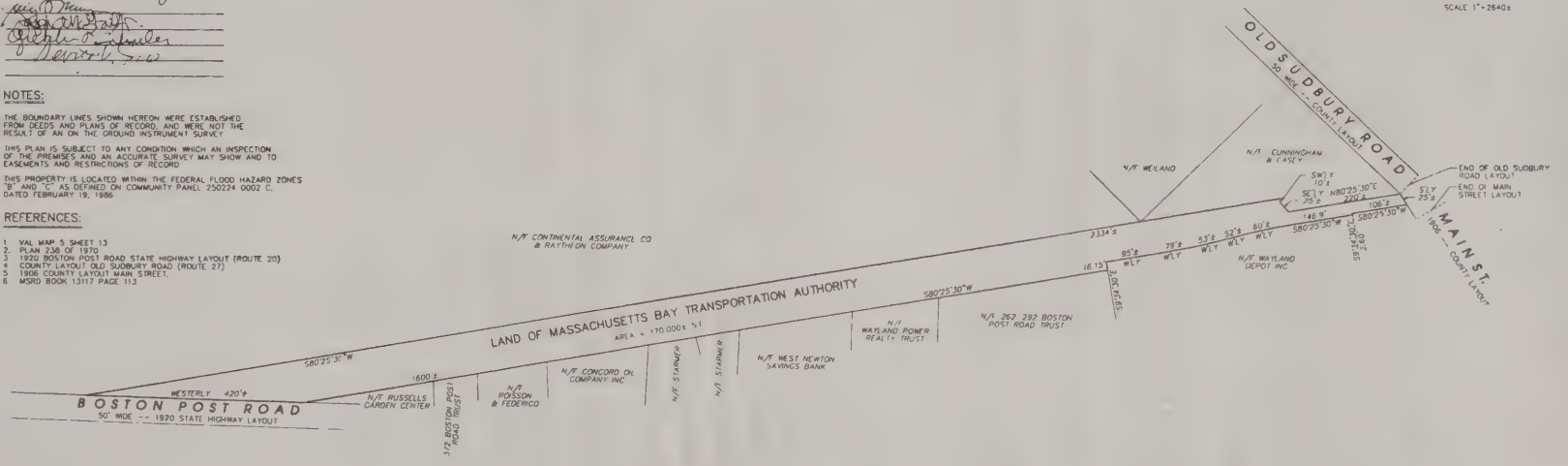
THE BOUNDARY LINES SHOWN HEREON WERE ESTABLISHED FROM DEEDS AND PLANS OF RECORD, AND WERE NOT THE RESULT OF AN ON THE GROUND INSTRUMENT SURVEY

THIS PLAN IS SUBJECT TO ANY CONDITION WHICH AN INSPECTION OF THE PREMISES AND AN ACCURATE SURVEY MAY SHOW AND TO EASEMENTS AND RESTRICTIONS OF RECORD

THIS PROPERTY IS LOCATED WITHIN THE FEDERAL FLOOD HAZARD ZONES "B" AND "C" AS DEFINED ON COMMUNITY PANEL 250224 0002 C. DATED FEBRUARY 19, 1986

REFERENCES:

1. VAL MAP 5 SHEET 13
2. PLAN 238 OF 1970
3. 1920 BOSTON POST ROAD STATE HIGHWAY LAYOUT (ROUTE 20)
4. COUNTY LAYOUT OLD SUDBURY ROAD (ROUTE 27)
5. 1906 COUNTY LAYOUT MAIN STREET,
6. MSRD BOOK 13117 PAGE 113



GRAPHIC SCALE 1"=100'

100 0 100 200 300

I HEREBY CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN CONFORMITY WITH THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.

RICHARD C NELSON, PLS 37053

RICHARD CLINTON NELSON No. 37053 REGISTERED PROFESSIONAL LAND SURVEYOR

COLONIAL SURVEYING, CO.
73 TRAPELO ROAD- BELMONT, MA 02178
(617) 489-2660

JOB NO:	97084
PROJ. FILE:	97084
FB/PG:	
DRAWN BY:	RCN
CHECKED BY:	RCN

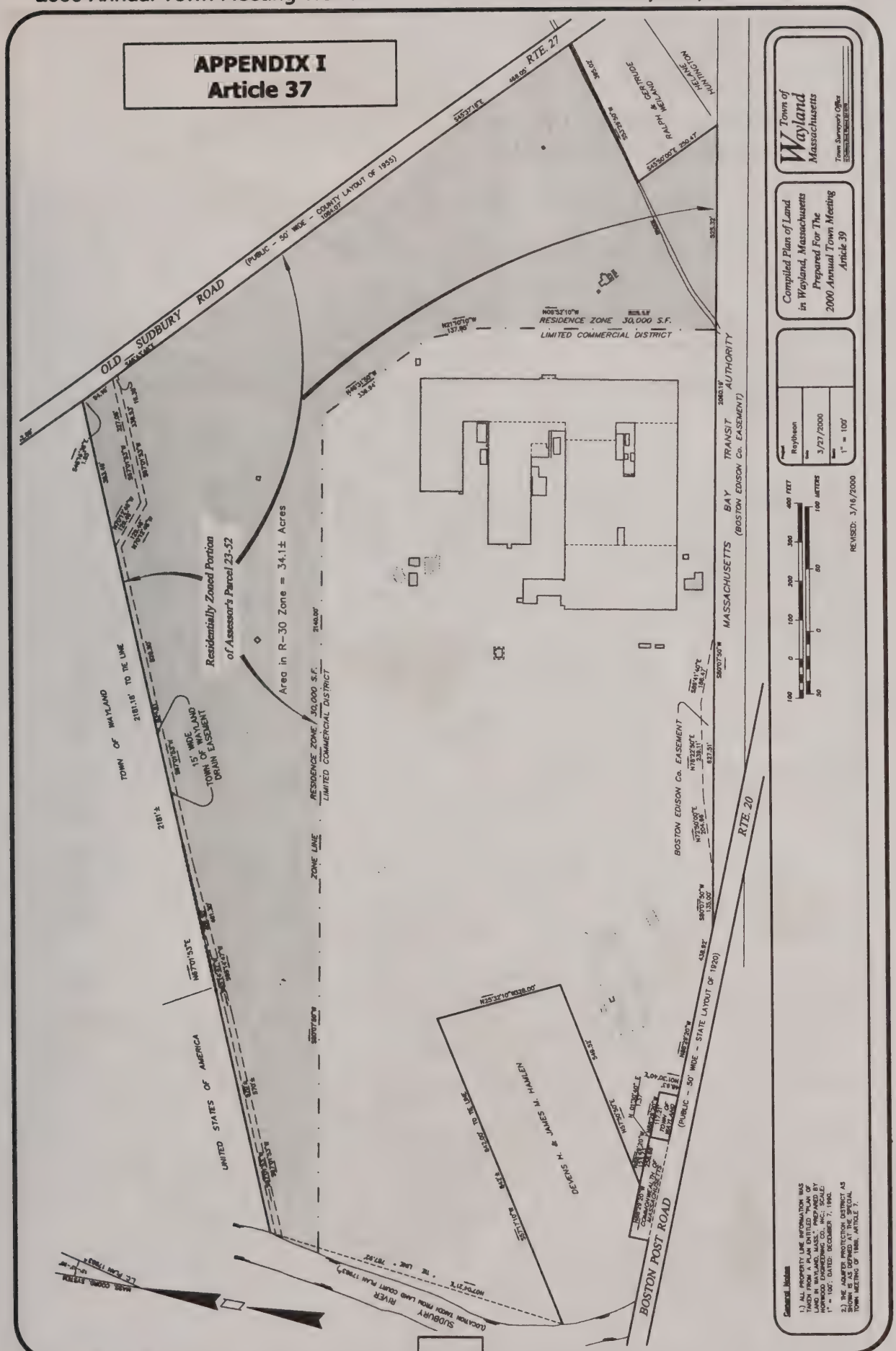
REVISIONS:

COMPILED PLAN OF LAND IN WAYLAND, MASS
OWNER MASSACHUSETTS BAY TRANSPORTATION AUTHORITY

DATE: MAY 28, 1998 SCALE: 1"=80'

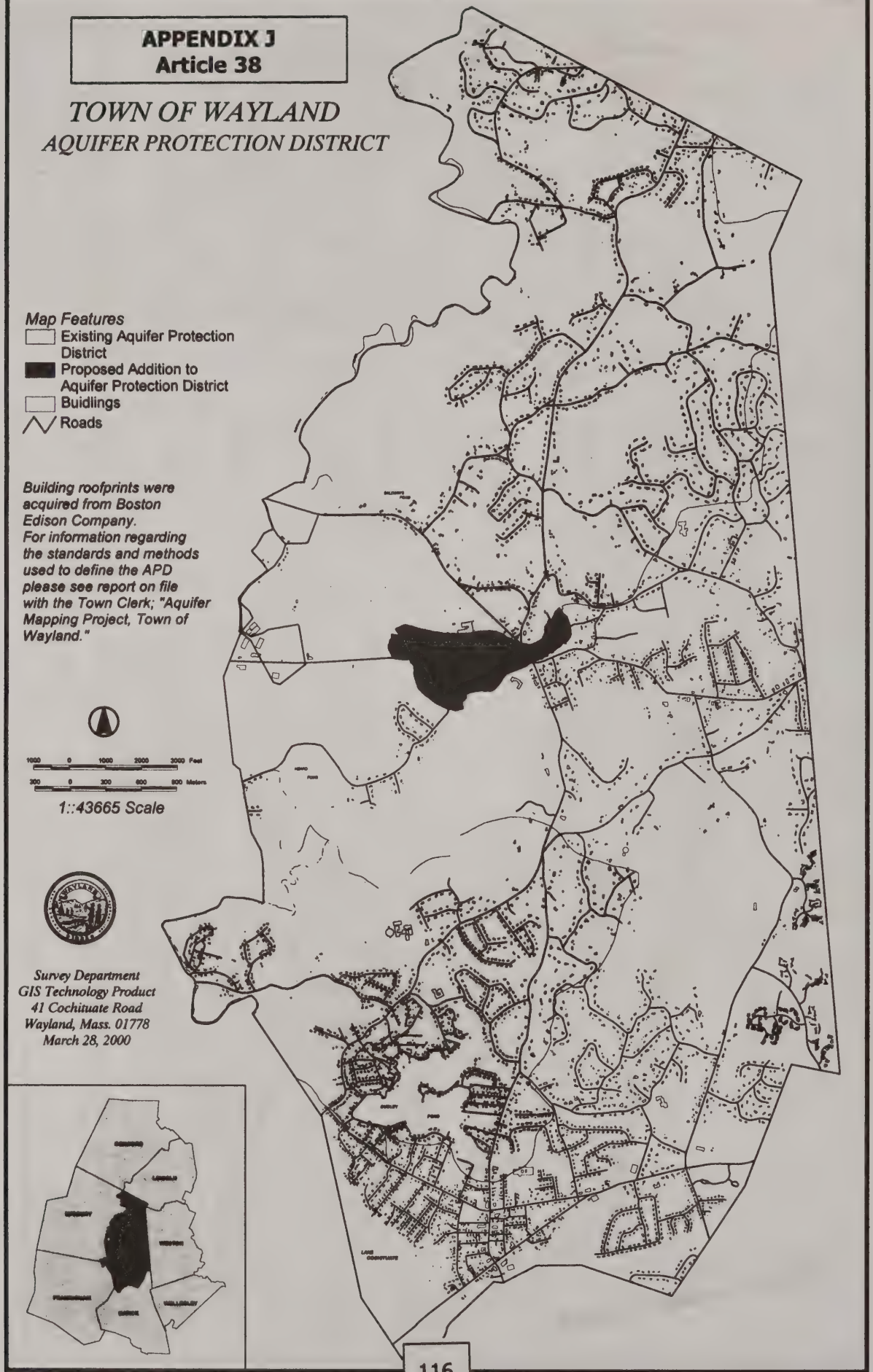
LOCUS MAP FOR PURCHASE OF THE REID PARCEL (ARTICLE 24)

APPENDIX H
Article 25: Lots 20 & 20A,
265 Concord Road
Town of Wayland Massachusetts
Plan of Land in Wayland, Massachusetts Prepared for 2000 Annual Town Meeting Article 25
2000 ATM Art 25
3/27/2000
1" = 100'
LOT 20
LOT 20A
CONCORD ROAD
MARSHALL TERRACE
GRAYBIRCH LN
TALLY HO RD
RED BARN RD
SHERMAN'S BRIDGE ROAD
Sudbury Valley Trustees Inc. 3.52 acres
Sudbury Valley Trustees Inc. 5.03 Acres
Sudbury Valley Trustees Inc. 8.66 Acres
Sudbury Valley Trustees Inc. 975,788
Catlin 29.19 Acres
Town of Wayland (conservation) 475,000
Town of Wayland (conservation) 3.3 Acres


APPENDIX I
Article 37
OLD SUDBURY ROAD
(PUBLIC - 50' WIDE - COUNTY LAYOUT OF 1955)
RTE. 27
RESIDENCE ZONE 30,000 S.F.
LIMITED COMMERCIAL DISTRICT
Residentially Zoned Portion of Assessor's Parcel 23-52
Area in R-30 Zone = 34.1± Acres
ZONE LINE
RESIDENCE ZONE 30,000 S.F.
LIMITED COMMERCIAL DISTRICT
TOWN OF WAYLAND
15' WIDE TOWN OF WAYLAND DRAIN EASEMENT
BOSTON EDISON Co. EASEMENT
MASSACHUSETTS BAY TRANSIT AUTHORITY
(BOSTON EDISON Co. EASEMENT)
UNITED STATES OF AMERICA
DEVENS H. & JAMES M. HAWLEY
RTE. 20
(PUBLIC - 50' WIDE - STATE LAYOUT OF 1920)
BOSTON POST ROAD
RALPH & GERTRUDE McLAND
HUNTINGTON AVENUE
SUDBURY RIVER
(LOCATION TAKEN FROM LAND COURT PLAN 17867)
Compiled Plan of Land in Wayland, Massachusetts Prepared For The 2000 Annual Town Meeting Article 39
Town of Wayland Massachusetts
Town Surveyor's Office
Raytheon
3/27/2000
1" = 100'
REVISED: 3/16/2000
General Notes
1.) ALL PROPERTY LINE INFORMATION WAS TAKEN FROM A PLAN ENTITLED "PLAN OF LAND IN WAYLAND, MASS." PREPARED BY HOWARD C. STICKNEY, C.E. DATED: JULY 1, 1940, SCALE: 1" = 100', DATED: DECEMBER 7, 1940.
2.) THE FLOATER PROTECTION DISTRICT AS SHOWN HEREON IS AS DEFINED AT THE SPECIAL TOWN MEETING OF 1988, ARTICLE 7.

APPENDIX J
Article 38

TOWN OF WAYLAND
AQUIFER PROTECTION DISTRICT



APPENDIX K
Article 39: Chapter 127 of the Acts of 1999

SECTION 80. Said section 6 of said chapter 62, as so appearing, is hereby amended by adding the following subsection:-

(k) (1) As used in this subsection, the following words shall have the following meanings:-

"Cost-of-living adjustment", for any calendar year, the percentage, if any, by which the CPI for the preceding calendar year exceeds the CPI for calendar year 1999.

"CPI", the consumer price index for any calendar year as defined in section 1 of the Code.

"Head of household", as defined in section 2(b) of the Code.

"Real estate tax payment", the real estate tax levied pursuant to chapter 59 on the taxpayer's residence and actually paid by the taxpayer during the taxable year, including water and sewer debt service charges assessed pursuant to subsection (n) of section 21C of chapter 59, exclusive of special assessments and delinquent interest, and less any abatement granted. For owners of residential property located in communities which have not exercised the option to assess water or sewer debt service charges pursuant to subsection (n) of section 21C of chapter 59, the real estate tax payment to be considered for purposes of calculating this credit shall also include 50 per cent of the owner's water and sewer charges actually paid in the taxable year for which the credit is sought. In the case of a multi-unit dwelling, a land area in excess of one acre or a multi-purpose building or land area, the real estate tax payment, including the water and sewer charges as applicable, shall constitute that portion of the real estate tax levied and paid, and that portion of applicable water and sewer charges actually paid, on the entire building or area, which corresponds to the portion of the area or building used and occupied as the residence of the taxpayer, in accordance with procedures established by the commissioner.

"Rent constituting real estate tax payment", 25 per cent of the rent actually paid by the taxpayer, under a good faith rental agreement, for the right of occupancy of the residence during the taxable year or a portion thereof.

"Residence", the building or portion thereof, including a mobile home, owned or rented and actually occupied by the taxpayer as the taxpayer's primary dwelling during the taxable year and located within the commonwealth, together with so much of the land surrounding it, not to exceed one acre, as is reasonably necessary to the use of the dwelling as a home. A residence may consist of a part of a multi-unit or multi-purpose building.

"Taxpayer's total income", the sum of the taxpayer's Part A adjusted gross income, Part B adjusted gross income and Part C adjusted gross income, as defined in section 2, increased by, to the extent they are excluded or subtracted from adjusted gross income, the following: the total amount of income and receipts from social security, retirement, pension, or annuities, cash, but not in-kind, public assistance, tax-exempt interest and dividends, net capital losses deducted pursuant to paragraph (2) of subsection (c) of section 2, net losses in any class of Part C adjusted gross income as defined in subsection (e) of section 2, capital gains deducted pursuant to subparagraph (K) of paragraph (1) of subsection (d) of section 2, income from a partnership or trust not included therein and gross receipts from any other source other than assistance received by this subsection; and reduced by the total amount of the exemptions allowed by subparagraphs (B) and (C) of paragraph (1), subparagraphs (B) and (C) of paragraph (1A), subparagraphs (B) and (C) of paragraph (2), and paragraph (3), of subsection (b) of section 3.

(2) An owner or tenant of residential property located in the commonwealth, who is 65 years of age or older, who is not a dependent of another taxpayer and who occupies said property as his principal residence, shall be allowed a credit

Article 39: Chapter 127 of the Acts of 1999 *(continued)*

equal to the amount by which the real estate tax payment or the rent constituting real estate tax payment exceeds 10 per cent of the taxpayer's total income, but the credit shall not exceed $375.

(3) The credit shall be available only if:

(i) the taxpayer's total income does not exceed $40,000 for a single individual who is not the head of a household, $50,000 for a head of household, and $60,000 for a husband and wife filing a joint return; and

(ii) the assessed valuation of the residence does not exceed $400,000.

(4) For a taxable year beginning on or after January 1, 2001, the income, valuation and credit limits in this subsection shall be increased by amounts equal to such income, valuation and credit limits multiplied by the cost-of-living adjustment for the calendar year in which such taxable year begins. If any such increase in an income or valuation limit is not a multiple of $1,000, such increase shall be rounded to the next lowest multiple of $1,000. If the increase in the credit limit is not a multiple of $10, such increase shall be rounded to the next lowest multiple of $10.

(5) No credit shall be allowed for a married individual unless a joint return is filed.

(6) No credit shall be allowed by this subsection with respect to the real estate tax payment or rent constituting a real estate tax payment on more than one residence of any taxpayer during any taxable year, but a taxpayer whose principal place of residence changes during the course of the year may claim a credit for the real estate tax payment or rent constituting a real estate tax payment with respect to each such principal residence actually occupied during the year.

(7) The credit allowed by this subsection shall be allowed against the taxes imposed by this chapter for the taxable year, reduced by the other credits permitted by this section. If the credit exceeds the tax as so reduced, the commissioner shall treat such excess as an overpayment and shall pay the taxpayer, without interest, the amount of such excess. Any person entitled to claim any credit pursuant to this subsection and not otherwise required to file a return under section 6 of chapter 62C may obtain a refund in the amount of such credit by filing a return and claiming a refund.

(8) Any credit provided by this subsection shall not be counted as income in determining eligibility or benefits under any other means-tested assistance program, including but not limited to all such cash, food, medical, housing, energy and educational assistance programs.

(9) No credit shall be provided by this subsection if the state or federal government subsidizes the claimant's rent through any rental assistance program.

SECTION 81. Paragraph (2) of subsection (k) of said section 6 of said chapter 62, as appearing in section 80 of this act, is hereby amended by striking out the figure "$375" and inserting in place thereof the following figure:- $750.

APPENDIX L
Article 40: Wayland Historic District
LEGEND
Existing Historic District
Proposed Addition to Historic District
23-44 Assessor's Parcel Number
Town of Wayland Massachusetts
Town Surveyor's Office
Plan Showing Proposed Historic District Changes in Wayland, Massachusetts 2000 Annual Town Meeting
Historic District 2000
3/2/2000
1" = 200'
BENNETT ROAD
WINTHROP ROAD
POST ROAD
BOSTON POST ROAD
MILLBROOK ROAD
NOB HILL ROAD
BRACKETT ROAD
CONCORD ROAD
COCHITUATE ROAD
LIBRARY LANE
OLD SUDBURY ROAD
PELHAM ISLAND ROAD
MASSACHUSETTS BAY TRANSIT AUTHORITY
Town of Wayland (Library)
Wayland Historical Society
First Parish Church
Trinitarian Congregational Church
New England Telephone Co
Boston Edison Co.
Boston Post Road Realty Trust
Wayland Business Center LLC
Parjan Realty Trust
Olde Collins Market LLC
Old Sudbury Co

APPENDIX M
Article 44

ARTICLE II

Changing Public Ways
[Adopted 4-28-1988 ATM by Art. 9
(Art. 21 of the 1973 Bylaws)]

§ 158-3. Public hearing.

Prior to accepting the final design of any road, bridge or sidewalk for construction or reconstruction, where pavement is to be placed where none exists at the time or where the side lines of the town's ownership are to be altered, the town committee, board or commission having authority to expend funds for such construction or reconstruction shall hold a public hearing for the purpose of gathering public comments and input on said proposed design.

A. Notice of said hearing, giving the time, place and general subject matter, sufficient for identification, shall be placed in a newspaper of general circulation in the town once in each of two successive weeks, with the first such publication being not less than 14 days before the hearing. In addition, a copy of the notice shall be mailed not less than 14 days before the hearing to the abutters of the property where such work is proposed and to owners of any other properties deemed by the committee, board or commission to be directly affected thereby.

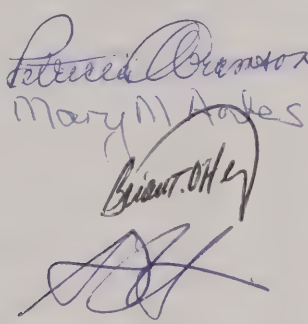
B. Written comments shall be accepted by the committee, board or commission for at least 10 days following said hearing. If 10 or more abutters object at the hearing or in writing within 10 days of the hearing, then no construction activities may begin for at least 60 days from the hearing date.

★★★★★★★★★

You are required to serve this Warrant by posting copies thereof, attested by you, at the Town Building, at the Public Library in Wayland Center, at the Cochituate Fire Station or the Cochituate Post Office, and at the Happy Hollow School, and by mailing or delivering a copy thereof addressed to each residence in the Town seven (7) days, at least, before the time appointed for the Annual Town Meeting.

Hereof, fail not and deliver this Warrant with your return thereon to the Town Clerk on or before April 18, 2000.

Given under our hands and seals this 10th day of April, 2000.



Patricia E. Abramson, Vice Chair

Mary M. Antes, Chair

Brian T. O'Herlihy

Susan W. Pope

Susan Weinstein

Selectmen of the Town of Wayland

Alfred H. Bellows

Jeff R. Dieffenbach

Robert L. Lentz

Robert H. Loring

G. Christopher Riley, Vice Chair

Lisa C. Schimmel, Chair

Katherine H. Tyrrell

Finance Committee

NOTES

VOLUNTEER TO SERVE YOUR TOWN

Vacancies on Town boards, committees and commissions occur from time to time. Most positions are appointed by the Board of Selectmen (see I).

Elected positions are usually filled at the annual April election, but if openings occur mid-term, they are filled by appointment until the next annual election. Registered voters, please indicate your interest in order of preference (see II):

I. Appointed boards, committees and commissions:

_____Cable TV
_____Conservation
_____Council on Aging
_____Cultural Council
_____Dog By-Law Study Committee
_____Fair Housing
_____Finance
_____Growth Policy
_____Highway/Parks Building Study Comm
_____Historical
_____Historic District
_____Housing Partnership
_____Middle School Building
_____Personnel
_____Public Ceremonies
_____Route 20 Study
_____Route 30 Development
_____Senior Tax Relief
_____Septage Committee
_____Surface Water Quality
_____Town Center Committee
_____Wastewater Management
_____Wireless Communications
_____Youth Advisory
_____Zoning Board of Appeals

II. Elected boards, committees and commissions:

_____Assessors
_____Health
_____Housing Authority
_____Park and Recreation
_____Planning
_____Library Trustees
_____Road Commission
_____School
_____Selectmen
_____Trust Funds
_____Water

NAME: _____ ADDRESS: _____

HOME TEL: _____ WORK TEL: _____

Applications of interest will be kept on file for one year. You will be contacted as relevant vacancies occur.

Return this completed form to:

Executive Secretary
Town of Wayland
41 Cochituate Road
Wayland MA 01778

FOLD HERE

PLACE STAMP HERE

Board of Selectmen
Town of Wayland
41 Cochituate Road
Wayland MA 01778

TOWN OF WAYLAND
Board of Selectmen
41 Cochituate Road
Wayland MA 01778

Bulk Rate
U.S. Postage
PAID
Permit No. 16
Wayland MA

POSTAL PATRON
WAYLAND MA 01778